

Gert Martens

MORTGAGE BROKER

Office: 780-513-6611
Cell: 780-933-0109
Email: gertm@dlcgp.ca
Website: www.gertmartens.ca

Company Letterhead

Date:

Re: Employment Confirmation

To whom it may concern,

Please accept this letter as employment confirmation for (FULL NAME). (FULL NAME) has been employed with (EMPLOYER NAME) since (START DATE).

(FULL NAME) is a (FULL/PART TIME) (PERMANENT/TEMPORARY/CAUSUAL) employee and is guaranteed (#hours) per week. Rate of pay is (\$) and (FULL NAME) is eligible for (OVERTIME/BONUS) pay if available.

We trust that this information is satisfactory. If you require additional information, please contact me directly at (EMPLOYER'S PHONE#).

Sincerely,

(EMPLOYER'S SIGNATURE REQUIRED)

NAME

TITLE

CONTACT INFORMATION

