**Proof of Income Letter**

***\_\_*** [employers name]

***\_\_*** [Employers Address]

***\_\_*** [City, State, Zip]

RE: Proof of Income Letter

I am writing to you concerning *[name of employee], an employee of* ***\_*** [name of company] since ***\_*** *[duration of employment]* ***[employee name] currently holds the title of \_\_*** [job title].

***\_\_\_\_*** [employers name] works on a [contract/part/full time] basis and works *\_ hours per week.* ***\_* [employees name] earns *\_ [amount in dollars] on a \_*** basis.

If you have inquiries or need any additional information, please feel free to contact me at ***\_\_*** [employers’ phone, email, or any other mode of contact]

Sincerely,

***\_\_*** [employers name, signature, and title]