

[Employer Name]
[Company Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Credit Card Issuer Name]
[Issuer Address]
[City, State, Zip Code]

Subject: Verification of Income for [Employee Full Name]

To Whom It May Concern,

This letter is to confirm that [Employee Full Name] is currently employed by [Company Name] in the position of [Job Title]. [Employee Name] has been employed with us since [Start Date] and is currently a [Full-time/Part-time] employee.

Regarding income verification, [Employee Name] currently earns a gross annual salary of \$[Amount], plus a [Bonus/Commission] of approximately \$[Amount] per year.

Should you require any further information or have additional questions, please feel free to contact me at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of Representative]
[Title/Position]
[Company Name]