

[CPA Firm Name]  
[CPA Name/License Number]  
[Street Address]  
[City, State, Zip Code]  
[Phone Number]  
[Email Address]

[Date]

[Recipient Name]  
[Recipient Company]  
[Recipient Address]  
[City, State, Zip Code]

**RE: Income Verification for [Client Name]**

To Whom It May Concern,

I am writing this letter at the request of my client, [Client Name]. I am a Certified Public Accountant (CPA) and have been providing accounting and tax services to [Client Name] since [Year].

Based on the financial records and tax returns provided by the client, I am verifying that [Client Name] is [Self-Employed/Owner of Business Name]. For the calendar year [Year], the client's adjusted gross income was \$[Amount].

For the current year-to-date period ending [Date], the client's estimated year-to-date earnings are \$[Amount].

Please note that this letter is based on information provided by the client and does not constitute an audit or formal expression of opinion on the client's financial statements. This verification is provided for the purpose of [Purpose, e.g., Mortgage Application/Lease Agreement] and should not be used for any other purpose.

If you require further information or have any questions, please feel free to contact my office.

Sincerely,

[Signature]  
[Printed Name]  
[CPA License Number]