

Date: [Insert Date]

To: [Insert Name of Mortgage Lender/Financial Institution]

Lender Address: [Insert Lender Address]

Subject: Verification of Gift Funds - Employer Assistance Program

To Whom It May Concern,

This letter serves to confirm that **[Insert Employer Name]** is providing a cash gift in the amount of **[\$[Insert Amount]]** to our employee, **[Insert Employee Name]**, to be used toward the purchase of the property located at:

[Insert Property Address]

We certify that these funds are being provided through our formal Employer Housing Assistance Program. These funds are a bona fide gift, and there is no expectation or requirement for the employee to repay any part of this amount at any time.

The funds will be made available for closing in the following manner: [Insert Method, e.g., Wire Transfer to Escrow or Check at Closing].

If you require any further documentation regarding our company's assistance program or the source of these funds, please contact us directly.

Sincerely,

Signature: _____

Name: [Insert Name of Authorized Representative]

Title: [Insert Job Title, e.g., HR Director/CFO]

Company Name: [Insert Company Name]

Phone Number: [Insert Phone Number]

Email: [Insert Email Address]