

[Date]

[Recipient Name or "To Whom It May Concern"]

[Company Name]

[Company Address]

Subject: Verification of Employment Gap Due to Family Caretaking Responsibilities

Dear **[Recipient Name or Hiring Committee]**,

I am writing this letter to formally verify the employment gap on the resume of **[Candidate's Full Name]** for the period of **[Start Date]** to **[End Date]**.

During this time, **[Candidate's Name]** stepped away from professional employment to serve as a primary caregiver for a family member. These responsibilities required **[his/her/their]** full-time attention and commitment to manage medical needs, household coordination, and personal care.

I can confirm that the absence from the workforce during this period was solely due to these essential family obligations. Now that these caretaking needs have been resolved, **[Candidate's Name]** is fully prepared and available to return to a full-time professional role.

Please feel free to contact me at **[Phone Number]** or **[Email Address]** if you require any further clarification regarding this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Relationship to Candidate/Family]