

Date: [Date]

To: [Recipient Name or Hiring Department]

[Company Name]

[Company Address]

Subject: Verification of Freelance Employment - [Your Name]

Dear [Recipient Name],

This letter is to formally verify that I was engaged in freelance project work during the period from [Start Date] to [End Date]. This period may appear as an employment gap on my resume; however, I was actively working as an independent contractor.

During this time, I provided services for various clients, including [Client Name/Optional] and [Client Name/Optional]. My primary responsibilities and projects included:

- [Project Name/Description 1]
- [Project Name/Description 2]
- [Project Name/Description 3]

Through these assignments, I maintained and enhanced my skills in [Skill 1], [Skill 2], and [Skill 3]. This freelance period allowed me to gain diverse experience across different industries while managing all aspects of business operations, including project management, client relations, and delivery.

I have attached [Optional: Portfolio/Invoices/References] to further validate the work performed during this time. Please feel free to contact me if you require any additional information or documentation.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]