

*Sample Employment Verification Letter for Tech CU Loan Department to be placed on
Company Letterhead*

Date:

Company Name
Company Address
Company Phone

Subject:

- Member/Customer/Employee Name
- Employment Location
- Position in the US Company
- Planned Length of Employment in the US
- Length of Employment with the Company
- Annual Salary

I am a duly authorized representative of the above business and certify that the information provided is accurate and intended for the use of Technology Credit Union, for the purpose of extending consumer credit to the employee referred to in this letter.

I understand that Technology Credit Union will use the Subject information I have provided in addition to Technology Credit Union standard credit guidelines to consider this employee for the credit card they have requested.

By providing this information to Technology Credit Union I represent, as a duly authorized representative of the Business indicated above, that it is our current intention that this employee will remain in the employment of the Business under the terms provided under "Subject" above.

Print Name

Signature/Authorized Representative

Date

Title/Authorized Representative