Bank Employment Letter

[Your Company Letterhead]

[Your Company Name]
[Your Company Address]
[City, State, ZIP Code]
[Date]

To Whom It May Concern,

Subject: Employment Verification for Banking Purposes

This is to confirm that [Employee's Full Name] is employed with [Company Name] as a [Job Title] since [Start Date].

Employment Details:

- **Position:** [Job Title]
- **Employment Type:** [Full-time/Part-time/Contract]
- **Annual Salary:** [Salary Amount]
- **Pay Frequency:** [Monthly/Bi-weekly/Other]

This letter is issued at the request of [Employee's Full Name] for the purpose of [e.g., opening a bank account/loan application/mortgage approval].

If you require additional information, please do not hesitate to contact us at [Contact Information].

Sincerely,

[Your Name]
[Your Position]
[Company Name]