Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Date

Name
Company
Address Line
City, State Zip Code

Re: Employer's Verification on Loan Application

Dear   :

{Name} has named {Employer} as their place of employment concerning a loan application. For verification purposes, please complete the enclose form.

If you have any questions, please feel free to contact us.

Sincerely,

N A M E

Enclosure