



## **Request for an Employment Verification Letter**

This form is used to request an Employment Verification Letter for the following Moffitt employee:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Type of Visa \_\_\_\_\_ Expiration Date \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Currently Under

- 
- 1) Reason for Employment Verification Letter \_\_\_\_\_
  - 2) Type of Visa for Which Letter will be used \_\_\_\_\_
  - 3) List of mandatory items which need to be included in letter:
  
  - 4) When do you need the letter? \_\_\_\_\_
  - 5) To Whom should the letter be addressed? \_\_\_\_\_

*I certify that the above information is accurate and I understand that this letter does not guarantee approval of any type of visa or permanent residency.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please scan and email the completed signed form to: [immigration@moffitt.org](mailto:immigration@moffitt.org)