To

[The Recipient Name]

**Re. Employment Verification Letter (EVL) for Green Card**

Dear Sir/Madam,

This document serves as an employment verification letter for the application for a green card for permanent residence in the US.

I am [NAME] and writing to confirm that [NAME OF THE APPLICANT] is a permanent team member of our company. He is a great employee and possesses great qualities. He loves his work and never disappoints his supervisors. He is one of the most favorite employees on the basis of his dedication and honesty at work.

Looking at his potential of becoming a big asset for this company and the state one day, we have given him a permanent grade for the job. Now he is the Assistant Project Manager of the company and will continue working here for more years.

To avoid any trouble and excessive investigations, we want him to get a green card which will allow him to stay in the US for a lifetime (Category B-1). [NAME] is a trustworthy and dedicated employee, and we don’t want to lose him. Documents pertaining to the employment of the applicant in [COMPANY] are attached and duly signed by the authorized person. Supporting documents have been attached to avoid any future inconvenience.

This letter verifies and confirms his employment status at the company only. Any other inquiries and outbound activities must be investigated according to the bar. The company is responsible for internal verification of the employment status only. Thank you.

Send an email to [EMAIL] if you have any questions.

Regards.

[ADDRESS]  
[COMPANY]