

ABCD Company Ltd.

Office Address: Channi, India.

Phone No.: s-xxxx Fax: xxx-234 E-mail: abcd13frx@gmail.com

Ref: ABCD/CHA/2013/xxx

Date: 04/01/2013

To,

The Head of Human Resources Division

IT Genius Group LLC

Channi, India.

Sub: Verification of employment.

Dear Sir,

With reference to your letter Number - ITGG/CHA/2013/xxx dated 02.01.2013, this letter shall verify that **Mr. Employee Name** was employed with the ABCD Company Ltd. from April 2011 to December 2012. **Mr. Employee Name** was employed as an Officer in the Head Office, Financial Division.

If you have any questions regarding **Mr. Name's** employment, please feel free to contact me at xxx-xxxx or via email at abcd23x@yahoo.com.in.

Sincerely,

Suman Kumar Sarkar

Head of HRD

ABCD Company Ltd.