

Sample Employer Reference

<EMPLOYER'S LETTERHEAD>

<ISSUED DATE>

Citibank, N.A.
Global Executive Banking
666 Fifth Avenue - 7th Floor
New York, NY 10103

At our employee's request, this letter certifies the following information:

Employee's Full Name: _____

Title/Position: _____

Date of Hire: _____

Annual Salary & Bonus: _____

We confirm that the above-named employee is an employee in good standing with the company.

<EMPLOYEE'S IMMEDIATE MANAGER/ HR REPRESENTATIVE SIGNATURE>

<EMPLOYEE'S IMMEDIATE MANAGER/HR REPRESENTATIVE NAME>