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This is to certify that Mr. / Miss/ Mrs. ------------------------------- (Name of Employee) ----------------------------- (Employee #) is working with our esteem organization / company under the title of ---------------------------------------------------- (Title of employee) since ----------------------------------------- (Date of inception of job). We found this gentleman fully committed to his/her job and totally sincere toward this organization /company.

We are issuing this letter on the specific request of our employee without accepting any liability on behalf of this letter or part of this letter on our organization / company.

Warm regards,

YOUR NAME HERE

Your Title