

SAMPLE INCOME LETTER (SELF-EMPLOYED)

Date: _____

To Whom It May Concern

This letter is to confirm that Mr./Mrs. _____, ID or Passport Number _____
(Borrower's Name) (Passport or ID Number)

has been employed with _____ since _____.
(Company Name) (Date)

His/her current position is _____.

Mr./Mrs. _____ total income for the 2018 was _____.
(Borrower's Name) (Amount)

Mr./Mrs. _____ total income for the 2019 was _____.
(Borrower's Name) (Amount)

Mr./Mrs. _____ year-to-date income is _____.
(Borrower's Name) (Amount)

Mr./Mrs. _____ current monthly income is _____.
(Borrower's Name) (Amount)

We are pleased to inform you that Mr./Mrs. _____ is hardworking, honest, and
(Borrower's Name)
valuable asset of our Company.

Should you require any further assistance, please feel free to contact us at _____.
(Phone Number)

Sincerely,

Employer Name

Title

**THIS LETTER MUST BE ON THE COMPANY'S LETTERHEAD AND MUST REFLECT THE COMPANY'S TELEPHONE
NUMBER, ADDRESS AND WEBSITE.**