

# Statement Letter Template for Proof of Income

A **statement letter template for proof of income** is a structured document designed to verify an individual's earnings. It provides a clear and concise summary of income details for financial, legal, or administrative purposes. This template ensures professionalism and consistency, making income verification straightforward.

Date: \_\_\_\_\_  
To: \_\_\_\_\_  
Address: \_\_\_\_\_

Subject: **Statement Letter for Proof of Income**

To Whom It May Concern,

I, [Your Full Name], hereby confirm that I am currently employed/self-employed as a [Job Title/Occupation] at [Company Name or Business Name].

**Income Details:**

- **Employment Status:** [Full-time/Part-time/Contractor/Self-Employed]
- **Monthly/Annual Income:** \$[Amount]
- **Payment Frequency:** [Weekly/Bi-Weekly/Monthly/Other]
- **Employed Since:** [Start Date]

These statements are accurate as of the date listed above. Should you require additional information or documentation regarding my income status, please feel free to contact me.

Sincerely,

\_\_\_\_\_  
[Your Full Name]  
[Your Contact Information]