

Experience Letter
(Applicable to any category of employment)

MM DD, YYYY

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr/Ms. <Name of Employee>** was in employment with us from **<MM DD, YYYY> to <MM DD, YYYY>**. During this period, he/she was working as a **<Designation>** and was based at **<Location of Posting>**.

During his employment with us we have found him to be sincere and hardworking with high integrity.

We wish him all the best for his future endeavors.

Thanking you

Yours sincerely
For <Company Name>

<Name of authorized signatory >
<Designation>