

Ref. No.-

Date -

TO WHOM-SO-EVER IT MAY CONCERN

This is to certify that **Mr./Ms.** Son/Daughter of Mr. worked as in our company **from** **to** with our entire satisfaction. During his working period we found him a sincere, honest, hardworking, dedicated employee with a professional attitude and very good job knowledge. He is amiable in nature and character is well. We have no objection to allow him in any better position and have no liabilities in our company.

His basic pay is only.

We wish him every success in life.

Sincerely,

(Name)

(Designation)

(Company Name)