

CONFIRMATION OF EMPLOYMENT BY AN AUTHORISED PERSON

NO ABBREVIATIONS

I certify that Mr./Mrs./Ms./Dr./Prof./Rev./Hon(✓).....
 Employee / Salary Advice Slip Number.....is an
 employee of..... and has been our
 employee since (month, year)/.....working as
 He / She is employed on a (permanent / contract / temporary) basis.
 She / He is earning an income of BWP..... Per Month.

His / Her Residential and Postal Addresses are as follows;

| | | | | | | | | | | |
|---|--|---------------------|---|---|---|---|---|---|---|---|
| Plot Number | Location/Ward | Village/Town | | | | | | | | |
| P O Box <input type="checkbox"/> Private Bag <input type="checkbox"/> | Location | | | | | | | | | |
| Name of Officer Confirming employment status | | | | | | | | | | |
| Designation (HR/Admin Officer) | | | | | | | | | | |
| Signature | Date <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20px;">D</td> <td style="width: 20px;">D</td> <td style="width: 20px;">M</td> <td style="width: 20px;">M</td> <td style="width: 20px;">Y</td> <td style="width: 20px;">Y</td> <td style="width: 20px;">Y</td> <td style="width: 20px;">Y</td> </tr> </table> | | D | D | M | M | Y | Y | Y | Y |
| D | D | M | M | Y | Y | Y | Y | | | |

Official Stamp