**Employment Certification**

**Date: 22 Jan 2024**

**To: Embassy of the Republic of Philippines in China**

**Dear Sir or Madam,**

**This is to certify that the person listed below work in our company.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name:** | **Gender** | **D.O.B.(Y-M-D)** | **Position** | **Passport No.** | **Monthly Salary** |
| **姓名** | **性别** | **出生日期** | **职位** | **护照号** | **月薪** |

**The detailed information of the applicant is as below:**

**She will entry Philippines next month and all the travel expenses, including air tickets, transportation, accommodation and health insurance, which will be covered by herself.**

**We guarantee that she will abide by all the laws and regulations during the trip in your country. We also guarantee that she will be back to China on schedule and will continue to work for our company.**

**If you have any question, please do not hesitate to contact our company.**

**Yours sincerely.**

**领导名字拼音+手写签字**

# Tel: **公司电话**

# **Add: 公司地址**