

# Letter of Verification for Income

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**Ava C. Thompson**

Payroll Manager

Global Tech Innovations

4567 Innovation Drive

San Diego, CA 92121

Date: March 5, 2024

**James P. Warner**

Branch Manager

Community First Credit Union

321 Savings Lane

Charlotte, NC 28202

Dear Mr. James P. Warner,

I am writing on behalf of Global Tech Innovations to verify the income details of Ms. Karen L. Bennett, as requested in relation to her recent loan application with Community First Credit Union. Ms. Bennett has been an employee with our company since April 15, 2020, and currently holds the position of Lead Graphic Designer within our Marketing Department.

As of the current financial year, Ms. Bennett's annual gross salary is \$75,000. In addition to her base salary, she is eligible for performance-related bonuses. For the last fiscal year, Ms. Bennett received a bonus of \$5,000, reflecting her exceptional contribution to our team and projects.

Ms. Bennett's income is paid bi-monthly via direct deposit to her designated bank account, and she has consistently been in good standing with our payroll department.

Her employment with Global Tech Innovations is on a full-time basis, and she has demonstrated both dedication and excellence in her role, contributing significantly to our success.

Please be assured that the information provided herein is accurate to the best of my knowledge and has been disclosed with Ms. Bennett's consent for the purpose of her loan application process.

Should you require any further assistance or additional details regarding Ms. Bennett's income verification, please do not hesitate to contact me directly at (858) 555-0224 or via email at [acthompson@globaltechinnovations.com](mailto:acthompson@globaltechinnovations.com).

Thank you for reaching out to us, and we look forward to assisting you further if needed.

Sincerely,

Ava C. Thompson  
Payroll Manager  
Global Tech Innovations  
[acthompson@globaltechinnovations.com](mailto:acthompson@globaltechinnovations.com)  
(858) 555-0224