

Proof of Income Letter for Independent Contractor

Tom Clarkson

Clarkson Graphic Design

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Date: March 10, 2025

Recipient:

Ms. Andrea Mitchell

Mortgage Officer

Equity Home Loans

456 Mortgage Way

Design City, DC 30004

Salutation:

Dear Ms. Mitchell,

Subject:

Income Verification for Mortgage Application

Body:

I am writing to provide verification of my income as required for my mortgage application at Equity Home Loans. As an independent contractor operating under

Clarkson Graphic Design, I specialize in providing graphic design services to a diverse clientele ranging from small businesses to large corporations.

Income Overview:

- **Nature of Business:** Freelance Graphic Design
- **Business Operation:** Sole Proprietorship
- **Established:** 2017
- **Average Monthly Income:** Approximately \$6,500
- **Income Consistency:** My income is project-based, with regular client engagements ensuring a steady cash flow. I invoice my clients upon project completion, and payment terms are typically 30 days.

Annual Income Details:

- **Last Fiscal Year Gross Income:** \$78,000
- **Sources of Income:** Client projects, recurring contracts, and occasional teaching assignments at local design institutes.

Additional Documentation:

- Attached are copies of my IRS Form 1099-MISC for the past year, which record payments received from clients.
- Also included are bank statements for the last six months showing income deposits, corroborating the stated earnings.

Conclusion:

My income as an independent contractor has been stable and growing over the past three years, demonstrating my ability to meet financial obligations such as a mortgage. I trust that this income verification, along with the attached documentation, will meet your requirements for processing my mortgage

application. Please feel free to contact me should you require further information or additional proof of income.

Closing:

Best regards,

[Signature]

Tom Clarkson

Owner, Clarkson Graphic Design

Attachments:

1. IRS Form 1099-MISC for the past year
2. Bank statements for the last six months