Company Name

Company Address

Company Contact Details

Date

 I, (insert the Declarant's name here-can be your lead, manager), \_\_\_\_\_\_\_\_\_\_ citizen, of legal age, and a resident of (insert Declarant's address here), after having been duly sworn in accordance with law, hereby depose and say:

1. That (insert your name here) was employed in (insert your company's name here) from September dd, yyyy until May dd, yyyy, on a full time basis, and worked under my supervision as her (insert your relationship with declarant) during the stated period;

2. Her duties as a (your job title) involves but not restricted to:

AFFIANT FURTHER SAYETH NAUGHT.

            IN WITNESS WHEREOF, I have hereunto affixed my signature this ......... day of ..................... , 20\_\_ in ..................................... Philippines.

........................................................................

 (Signature of Affiant over Printed Name)

            SUBSCRIBED AND SWORN before me this........ day of ........................... 20\_\_, by ............................................. who exhibited to me his CTC No. ................................... issued on ................................. at ...........................................

Notary Public

Doc.  No. .........:

Page No. .........;

Book No. .........;

Series of   20\_\_.