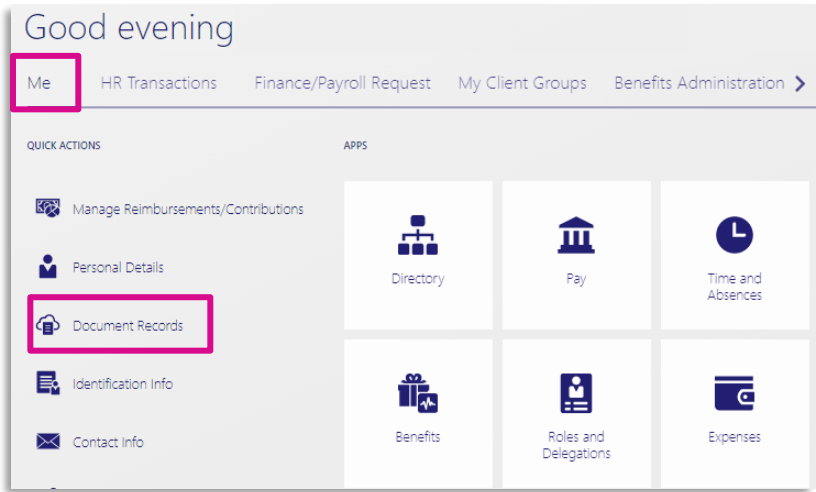

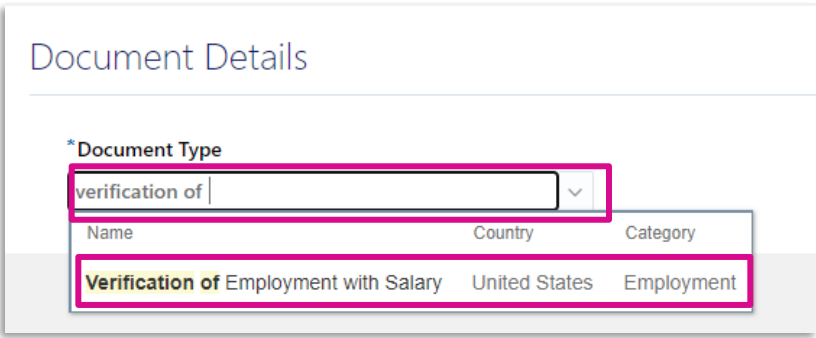




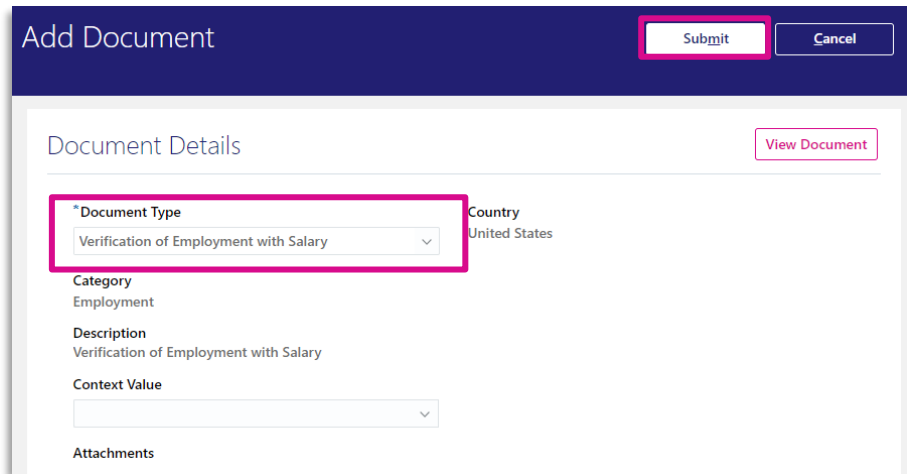
OVERVIEW

This document provides instructions for how to generate an Employment Verification Letter with Salary Information.

Generate an Employment Verification Letter with Salary Info							
<p>Log into your Sinai Cloud account.</p> <ol style="list-style-type: none"> 1. Click the Me tab. 2. Click Document Records. 							
<p>A Document Records page will open.</p> <ol style="list-style-type: none"> 3. Click Add. 							
<p>A Document Details page will open.</p> <ol style="list-style-type: none"> 4. Type "Verification of" in the Document Type search area. 5. Select the Verification of Employment with Salary option that populates in the results section. 	 <table border="1" data-bbox="727 1591 1409 1690"> <thead> <tr> <th>Name</th> <th>Country</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>Verification of Employment with Salary</td> <td>United States</td> <td>Employment</td> </tr> </tbody> </table>	Name	Country	Category	Verification of Employment with Salary	United States	Employment
Name	Country	Category					
Verification of Employment with Salary	United States	Employment					

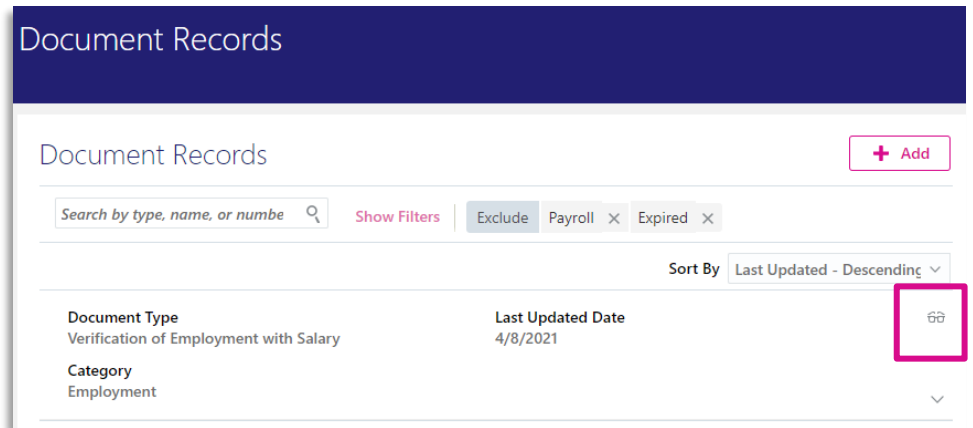


6. Verify the correct option was selected.
7. Click **Submit**.



The Document Records page will reappear.

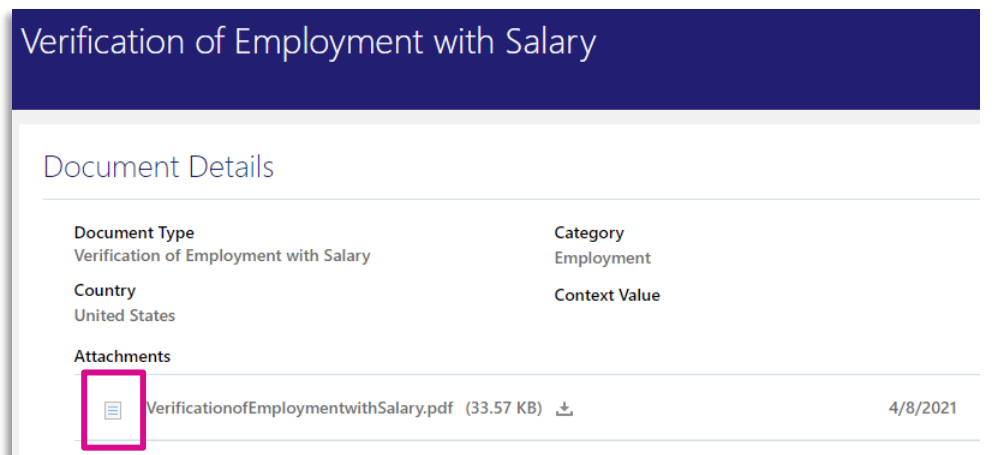
8. Click the **Small Glasses** icon on the right side of your Verification Letter.



Document Type	Last Updated Date
Verification of Employment with Salary	4/8/2021

The Verification of Employment with Salary Document Details page will open.

9. Click the **File Icon** on the left side of the Verification Letter file to download the letter.





Generate an Employment Verification Letter with Salary Info (cont'd)

The Verification of Employment with Salary will download and appear at the bottom of your screen.

10. Click the **Downloaded File** on the bottom of your screen to open it and save it to your computer.

Document Details

Document Type Verification of Employment with Salary	Category Employment
Country United States	Context Value

Attachments

VerificationofEmploymentwithSalary.pdf (33.57 KB) 4/8/2021

VerificationofEmpl...pdf ^

