

**ARKANSAS DEPARTMENT OF PARKS AND TOURISM
REGIONAL TOURIST ASSOCIATIONS
SAMPLE OF LETTER OF EMPLOYMENT**

(Date)

Tourism Development Section
Arkansas Department of Parks & Tourism
1 Capitol Mall
Little Rock, AR 72201

To Whom It May Concern:

The *(region's name)* has (# of employees) paid employee(s) for FY13-14 as of this date.

That/those employee(s), *(name of employees)*, serve(s) as (position of employee(s) for the *(name of the region)* and receives a net payment of *(amount of money this/these individual(s) receives per month)* after withholdings, for a total net salary of *(net amount per year)* per year after withholdings.

Sincerely,

(President of Region)