

Sample

Internal Revenue Service Center
Bensalem, PA 19020

12/22/2008

Dear B. Morris,

John Doe was employed at Reveille Trucking, Inc. for the year 2006 as a truck driver. We provide freight services to other states and Mexico. Mr. Doe's responsibility was to deliver goods to our affiliates through the use of his trucking services. He was responsible for driving long distances, delivery goods on time and maintaining his truck. Reveille Trucking, Inc. does not have a reimbursement policy. All expenses incurred while working like truck maintenance, tools, mileage, fuel or meals were not reimbursed.

If you have questions feel free to call me at (956) 440-1975 or email: juan@reveilletruck.com .

Best Regards,

Juan Leal

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