

Employerâ€™s Certificate for Lost Goods

Date: _____

To Whom It May Concern,

This is to certify that **Mr./Ms.** _____, holding the position of _____ with employee ID _____, is employed with _____ (Company Name), located at _____ (Company Address).

It has been reported by the above-mentioned employee that the following item(s) were lost/misplaced:

- **Item Description:** _____
- **Date of Loss:** _____
- **Location of Loss:** _____
- **Details/Remarks:** _____

The company has been informed of the incident and records indicate that the loss was reported on _____. This certificate is issued upon the employeeâ€™s request for any necessary purposes.

Name & Designation Authorized Signatory
Company Seal

Important Notes

- This certificate confirms information as provided by the employee and company records.
- Should not be used as proof of ownership unless accompanied by supporting documents.
- For official use only; unauthorized use or alteration is strictly prohibited.
- Contact the employer for further verification if needed.