[TO BE PRINTED ON COMPANY LETTERHEAD]

<DATE>

U.S. Department of Homeland Security

U.S. Citizenship and Immigration Services

California Service Center

ATTN: I-129 H-1B Master’s Cap

P.O. Box 10130

Laguna Niguel, CA 92607-1012

**Re:** **<EMPLOYER NAME>’s Form I-129, Petition for a Nonimmigrant Worker, (H-1B) on behalf of <EMPLOYEE NAME>**

Dear Immigration Officer:

We are submitting the attached Petition for a Nonimmigrant Worker on behalf of Mr. <EMPLOYEE NAME> for his professional employment as a <JOB TITLE>.

**The Petitioner**

<EMPLOYER NAME> was formed in Virginia in 2000 and is a premier provider of mortgage software solutions. We offer a vast range of products to suit various mortgage lenders. We are committed to the latest technology and excellent customer service to achieve a high degree of customer satisfaction across the country. <EMPLOYER NAME> is a one-stop-shop to get information and mortgage software, including custom development, installation, maintenance, and support. All sales, enrollment, and customer service inquiries are handled via internet, phone, fax, email, and regular mail. <EMPLOYER NAME> can be contacted at any time in order to serve a national market. <EMPLOYER NAME> works with various banks and mortgage providers. We work in the best interest of our customers to get them the most suitable software services. Our customers can depend on us to provide excellent pre-sales, sales, and post-sales customer service. We are committed to excellent customer service. <EMPLOYER NAME> has a team of professionals who have expertise in the many facets of our business, such as mortgage professionals, software professionals, marketing professionals, and other support staff. We also have team members that are both mortgage professionals as well as highly experienced senior software developers and other computer specialists. That synergy of business knowledge combined with technical skills helps us achieve great customer satisfaction, as it makes our software systems easy to use, accurate, and up-to-date. <EMPLOYER NAME>’s gross annual income last year was around $XX million.

# The Position Offered

<EMPLOYER NAME> wishes to employ Mr. <EMPLOYEE NAME> in the position of <JOB TITLE>. In this position, Mr. <EMPLOYEE NAME> will be responsible for designing and developing solutions to complex applications problems, system administration issues, or network concerns. He will work with the business owners and management to document specification requirements, installation instructions, and other system-related information. He will collaborate with engineers and software developers to select appropriate design solutions and ensure compatibility of system components. He will verify stability, interoperability, portability, security, or scalability of system architecture. He will perform systems management and integration functions. He will communicate with management and other staff to understand specific system requirements. He will provide advice on design concepts or design changes. He will use Java, Spring, Hibernate, REST, SOAP, Postman, MySQL, HTML, SCSS, basic jQuery, CSS3, JavaScript frameworks including Vue.js or React, Gulp, Webpack, version control using Git, and DevOps, such as configuring Jenkins builds, to perform job duties. He will perform markup coding by hand, specifically Java and REST APIs. Mr. <EMPLOYEE LAST NAME> will develop cross-browser and cross-platform compatible solutions. He will create visually stunning front ends for web-based applications. He will write unit and e2e front-end and back-end tests using Selenium.

**The Beneficiary**

This position is clearly a professional position within the organization, as well as throughout the industry. Mr. <EMPLOYEE NAME> is highly qualified for this position. <EMPLOYER NAME> requires the person filling its <JOB TITLE> positions to be software “engineers or” development professionals who possess at least a bachelor degree in computer science, information systems, software engineering, or a similar information technology course of studies.

Mr. <EMPLOYEE LAST NAME> earned his Master of Science in Computer Engineering from <UNIVERSITY NAME> in <CITY, STATE> in <MONTH, YEAR>. Mr. <EMPLOYEE LAST NAME> also earned his Bachelor of Science in Communication Engineering from <UNIVERSITY NAME> in <CITY, STATE> in <MONTH, YEAR>. From <MONTH, DATE> to present, Mr. <EMPLOYEE LAST NAME> has been working for <EMPLOYER NAME> as a <JOB TITLE>. From <MONTH, YEAR> to <MONTH, YEAR>, Mr. <EMPLOYEE LAST NAME> worked for <EMPLOYER 2 NAME> as a Software Engineer. Mr. <EMPLOYEE LAST NAME> will receive $<SALARY> per year for his services. He will be employed full-time by <EMPLOYER NAME>. We have also attached a copy of the counter-signed offer of employment we have made to Mr. <EMPLOYEE LAST NAME>, which will become effective on the date of approval, if this H-1B petition is approved by the U.S. Department of Homeland Security, Citizenship and Immigration Services, or upon the approval of this petition, whichever is later.

<EMPLOYER NAME> is confident that Mr. <EMPLOYEE NAME> will be able to apply his academic knowledge and experience to the <JOB TITLE> position, and that he will become a productive employee for the company very soon. His resume, degrees, transcripts, and job experience letters are attached here. We are, therefore, requesting approval of an H-1B petition on behalf of Mr. <EMPLOYEE NAME>.

We trust the above information provides sufficient facts to make a determination in this matter. However, if questions arise, please feel free to contact the undersigned.

Sincerely,

<AUTHORIZED PERSON NAME>

<POSITION>

<EMPLOYER NAME>

<PHONE NUMBER>