[YOUR COMPANY HEADED PAPER]

Strictly Private and Confidential

Continuous Employment Letter

[DATE]

Heathrow ID Centre

D’Albiac House

Courtney Way

Heathrow Airport TW6 1SD

Dear ID Centre,

Re: [NAME OF TUPE EMPLOYEE ‘APPLICANT’]

Date of Birth: [DD/MM/YEAR]

This is to verify that [APPLICANT’S NAME] has been in continuous employment with [YOUR COMPANY NAME] since the date of the TUPE agreement on [TUPE START DATE] between [PREVIOUS COMPANY NAME] and [YOUR COMPANY NAME].

Applicant’s original start date with [PREVIOUS COMPANY NAME] was [DATE] and I can confirm that they have been continuous employment since this date to the TUPE start date.

**I am aware that it is an offence, under the Aviation Security Act 1982, as amended by the Aviation and Maritime Security Act 1990, to knowingly give false information, either for the purpose of, or in connection with, an application for an Airport Security ID Pass.**

Yours sincerely,

[WET SIGNATURE]

[NAME]

[POSITION IN COMPANY]

[CONTACT DETAILS]