

## SALARY CERTIFICATE

Signature of employee: -----

This is to certify that Mr. / Mrs. -----S/o /  
D/o / W/o Mr. ----- residing at -----  
-----whose  
signature appears above is a permanent employee of -----  
----- (name of  
department / institution) and he/she has drawn Pay and Allowances are as follows for the  
month of ----- (month and year):

GROSS SALARY (Rs.)		DEDUCTIONS (Rs.)	
Basic Pay		EPF	
DA		Insurance	
HRA		Home loan	
Medical Allowance		Car loan	
Others / Misc		Others / Misc	
<b>Gross Salary (1)</b>		<b>Total Deduction (2)</b>	

**Summary:**

**Gross Salary (1)** = Rs. -----

**Total Deductions (2)** = Rs. -----  
-----

**NET SALARY (1-2)** = Rs. -----

**(Net Salary Rupees ----- Only)**

Date of birth : -----

Date of joining in the present employment : -----

Present designation : -----

Date of retirement : -----

This salary certificate issued for : -----

For -----

**Signature and Designation of Officer Authorised**

**Place:**

**Office Stamp:**

**Date:**