**SALARY CERTIFICATE FORM**

Signature of employee: -------------------------------------

This is to certify thatMr. / 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 |  |
| **Gross Salary (1)** |  |  | **Total Deduction (2)** |  |
| **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:**