**Salary Certificate Form (Loan/Bank Purpose)**

**[Company Name]  
[Company Address]  
[Contact Number]**

**Employee Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Employee Name |  | Employee ID / Code |  |
| Department |  | Designation |  |
| Date of Joining |  | Employment Status |  |

**Salary Details (As on [Date])**

|  |  |  |  |
| --- | --- | --- | --- |
| Basic Salary |  | House Rent Allowance (HRA) |  |
| Conveyance |  | Medical Allowance |  |
| Other Allowances |  | **Gross Salary** |  |

**Purpose of Certificate**

This is to certify that the above-named employee is employed with **[Company Name]** and receives a monthly gross salary as mentioned above. This certificate is issued upon the employee’s request for the purpose of **applying for a bank loan**.

**Declaration**

We hereby confirm that the above information is true and correct to the best of our knowledge.

**Signatures**

|  |  |  |
| --- | --- | --- |
| Authorized Signatory |  | **Date: [DATE]** |
| **Company Seal/Stamp** | | |