**Salary Certificate Form (Standard)**

**[Company Letterhead / Logo]**

**SALARY CERTIFICATE**

This is to certify that the following employee is working with **[Company Name]** and has been drawing the salary as mentioned below:

**1. Employee Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Employee Name | [Enter Name] | Employee ID | [Enter ID] |
| Designation | [Enter Designation] | Department | [Enter Department] |
| Date of Joining | [Enter Date] | Employment Type | [Permanent/Contract] |

**2. Salary Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Basic Salary | [Enter Amount] | HRA (House Rent Allowance) | [Enter Amount] |
| Conveyance Allowance | [Enter Amount] | Other Allowances | [Enter Amount] |
| **Gross Salary** | [Enter Amount] | Deductions | [Enter Amount] |
| **Net Salary** | [Enter Amount] | | |

**3. Purpose of Certificate**

[Enter purpose, e.g., Loan Application / Visa / Income Proof]

|  |
| --- |
|  |
|  |

**4. Declaration**

This is to certify that the information provided above is true and correct to the best of our knowledge.

|  |
| --- |
|  |
|  |

**Authorized Signatory:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | | |
| Designation: |  | Date: |  |

Seal / Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_