

## To Whom It May Concern

This is to certify that Mr. \_\_\_\_\_ s/o \_\_\_\_\_ National Identity Number \_\_\_\_\_ is employed with [Your Company Name] since [date here]. He is a permanent employee of the company and serving as [designation of employee]. Currently he is drawing his salary as per following breakup.

Salary Details	Amount
Basic Salary	\$3,500
House Rent	\$450
Convenience allowance	\$150
SRN	\$4600

Deduction Details	Amount
States Income Tax (8.25%)	\$379.50
EOIB	\$50
Total Deduction	\$429.5
<b>Total Payable Salary:</b>	
	<b>\$4170.50</b>

This certificate is issued to Mr. Employee on his specific request.

\_\_\_\_\_  
Hr Signatures

\_\_\_\_\_  
CEO Signatures

