

[Company Letterhead]

[Date]

To Whom It May Concern,

This is to certify that [Employee's Name], holding the position of [Employee's Position] with [Company Name], has been employed with us since [Date of Joining].

As of the date of this certificate, [Employee's Name] receives a monthly salary of [Amount in Currency] which includes basic salary and other allowances as applicable.

This certificate is issued upon the request of [Employee's Name] for whatever purpose it may serve him/her.

For [Company Name],

[Signature]

[Name of Issuer]

[Position]

[Contact Information]