

[Your Company Letterhead]

[Date]

To Whom It May Concern,

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

As of [Current Date], the details of their salary are as follows:

- Basic Salary: [Amount]
- Allowances: [Amount]
- Deductions: [Amount]
- Net Salary: [Amount]

This certificate is issued upon the employee's request for the purpose of applying for a loan.

If you require any further information, please feel free to contact our office at [Contact Number] or [Email Address].

Sincerely,

[Your Name]

[Your Designation]

[Company Name]

[Company Address]

[Company Phone Number]