

[Your Company Letterhead]

[Date]

[Employee's Name]

[Employee's Designation]

[Employee's Department]

[Employee's Address]

Subject: Salary Certificate

To Whom It May Concern,

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

As of [Current Date], his/her monthly salary is [Salary Amount] (in words: [Salary Amount in Words]).

This certificate is issued upon the employee's request for the purpose of [visa application, etc.].

For any further information, please feel free to contact our office at [Contact Information].

Best regards,

[Your Name]

[Your Designation]

[Company Name]

[Company Address]

[Contact Number]

[Email Address]

[Company Seal]