

Annual Payroll Arrears Statement

Employee Name: John Doe
Employee ID: EMP/12345
Designation: Senior Accountant
Department: Finance
Financial Year: 2023-2024
Date of Statement: 12 June 2024

Summary of Arrears Paid

Month	Basic Pay Arrears	Allowance Arrears	Deductions	Net Amount Paid	Date Paid
April 2023	â,1 2,000	â,1 800	â,1 250	â,1 2,550	15-May-2023
May 2023	â,1 2,000	â,1 800	â,1 250	â,1 2,550	20-Jun-2023
June 2023	â,1 2,000	â,1 800	â,1 250	â,1 2,550	15-Jul-2023
Total	â,1 6,000	â,1 2,400	â,1 750	â,1 7,650	-

Details of Deductions

Type of Deduction	Amount
Income Tax	â,1 400
Provident Fund	â,1 200
Professional Tax	â,1 150
Total	â,1 750

Authorized Signatory
(HR Manager)

Important Notes:

- This statement reflects only the arrears paid during the financial year specified above.
- Employee is advised to verify the details and report discrepancies within 7 working days.
- Arrears are subject to applicable statutory deductions as per government norms.
- This document should be preserved for income tax and audit purposes.