

ESI Contribution Statement

(Excel Template Sample)

Company Details

Company Name	ABC Pvt. Ltd.
ESI Code Number	11-22233-444
Address	123 Business Street, Business City, State, 100001
Statement Month	April 2024

Employee ESI Contribution Details

S. No.	Employee Code	Employee Name	ESI Number	Gross Salary (₹)	Employee Contribution (₹)	Employer Contribution (₹)	Total Contribution (₹)
1	EMP001	Rahul Singh	1100456789	18,200	328	492	820
2	EMP002	Anita Sharma	1100456790	16,700	301	452	753
3	EMP003	Deepak Kumar	1100456791	15,500	279	420	699
Total				50,400	908	1,364	2,272

Important Notes

- Only employees with gross salary up to ₹21,000 are eligible for ESI contribution.
- Employee's share is currently 0.75% and employer's share is 3.25% of gross salary.
- Ensure all ESI numbers and details are accurate for each employee.
- Timely deposit of contributions is mandatory to avoid penalties.
- This statement should be retained as part of statutory records.