

# Official Company Payroll Disbursement Bank Advice

For the month of: **May 2024**

Company Name	ABC Corporation Pvt. Ltd.
Company Code	ACPL-5863
Bank Name	XYZ Bank Ltd.
Branch	Main Corporate Branch
Account Number	00123456789
Payment Date	31-May-2024

## Employee Payroll Disbursement Details

Sr No.	Employee ID	Employee Name	Bank Account No.	IFSC/Branch Code	Net Amount (₹)
1	EMP001	Rahul Sharma	12345678901	XYZB0001234	55,000
2	EMP002	Anjali Verma	10987654321	XYZB0005678	48,500
3	EMP003	Sunil Kapoor	10293847561	XYZB0008912	62,300
Total Amount (₹):					165,800

**Prepared By:** Finance Officer

**Approved By:** Chief Financial Officer

Date: 30-May-2024

## Important Notes

- This document serves as the official instruction to the bank for salary disbursement.
- Amounts will be credited to respective employee accounts as per details above.
- Ensure accuracy of account details to avoid transaction failures.
- This advice should bear official signatures for authentication.
- Retain a copy for company audit and record purposes.