

Annual Salary Certificate

[Company Name]

[Company Address]

To Whom It May Concern,

This is to certify that **[Employee Name]**, holding the position of **[Designation]** (Employee ID: **[Employee ID]**) has been employed with **[Company Name]** since **[Date of Joining]**.

The annual salary details for the period **[Start Date]** to **[End Date]** are as follows:

Basic Salary [Amount]

House Rent Allowance (HRA) [Amount]

Other Allowances [Amount]

Gross Annual Salary [Total Amount]

Deductions [Amount/Description]

Net Annual Salary [Net Amount]

This certificate is issued upon the employee's request for official purposes.

Authorized Signatory

[Name]

[Designation]

[Company Name]

[Date]

Important Notes:

- This document is issued for verification and reference only.
- Salary details mentioned above are confidential and intended solely for the recipient.
- The certificate does not guarantee employment beyond the stated period.
- Alteration or misuse of this certificate is strictly prohibited.
- For authenticity, please contact the issuing company directly.