

Employee Salary Summary Sheet

Employee Name	Jane Doe
Employee ID	EMP-10023
Department	Finance
Designation	Senior Accountant
Pay Period	June 2024

Salary Details

Earnings	Amount (USD)
Basic Salary	3,500.00
House Allowance	500.00
Transport Allowance	250.00
Other Allowances	100.00
Total Earnings	4,350.00

Deductions	Amount (USD)
Tax	350.00
Pension	150.00
Other Deductions	50.00
Total Deductions	550.00

Net Pay	3,800.00 USD
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Important Notes:

- This summary sheet is for reference purposes and should be kept confidential.
- All salary components are subject to company policy and statutory laws.
- Contact the HR department for any discrepancies or clarifications.
- Net pay reflects earnings after deduction of applicable taxes and contributions.