

# Bilingual Pay Statement

双语工资单

Employee Name / 员工姓名

John Doe

Employee ID / 员工编号

EMP12345

Department / 部门

Finance / 财务部

Pay Period / 薪资周期

01-Jun-2024 to 30-Jun-2024

Pay Date / 发薪日

05-Jul-2024

Earnings 收入项目	Amount 金额	Deductions 扣除项目	Amount 金额
Basic Salary 基本工资	5,000.00	Tax 税收	600.00
Overtime 加班费	200.00	Social Security 社保	250.00
Bonus 奖金	300.00	Other Deductions 其他扣除	50.00
<b>Total Earnings</b> 收入合计	<b>5,500.00</b>	<b>Total Deductions</b> 扣除合计	<b>900.00</b>

Net Pay / 实发工资

4,600.00

Currency / 货币

USD / 美元

## Important Notes / 重要说明

- This statement is for reference only and should be kept confidential. / 此工资单仅供参考，请妥善保管，不得外泄。
- Contact the HR department in case of discrepancies. / 如有疑问，请联系人力资源部。
- All amounts are shown in gross and net as applicable. / 金额分为税前和税后。
- Bilingual format is for convenience; official language prevails in case of dispute. / 双语格式仅供参考，如有争议，以官方语言为准。