

Salary Disbursement Voucher

Date: 2024-05-30 **Voucher No.:** SDV-2024-115
Department: Finance **Prepared By:** John Smith

Employee Details

Name: Jane Doe **Employee ID:** EMP-0231
Designation: Software Engineer **Bank Name:** ABC Bank
Bank Account No.: 1234567890 **IFSC Code:** ABC0003567

Salary Details

Earnings	Amount (USD)	Deductions	Amount (USD)
Basic Pay	3,000	Tax Deduction	120
HRA	1,000	Provident Fund	150
Allowances	500	Other Deductions	30
Total Earnings	4,500	Total Deductions	300
Net Salary (Transferred)		4,200 USD	

Bank Transfer Details

Transaction Ref. No.: TRF-985431
Transfer Date: 2024-05-30
Transferred By: Michael Lee (Finance Executive)

Prepared By

Approved By

Important Notes:

- This document serves as proof of salary disbursement via direct bank transfer.
- Ensure all bank details are accurate to avoid transfer failures.
- Retain this voucher for record-keeping and audit purposes.
- Contact HR for any discrepancies in the salary details or bank information.