

# Final Settlement Salary Breakup

## Employee Details

|                  |                  |                   |             |
|------------------|------------------|-------------------|-------------|
| Name:            | John Doe         | Employee ID:      | EMP987654   |
| Designation:     | Senior Developer | Department:       | IT          |
| Date of Joining: | 15-Jan-2018      | Last Working Day: | 30-Jun-2024 |

## Salary Breakup

| Earnings                   | Amount (INR)  |
|----------------------------|---------------|
| Basic Salary               | 40,000        |
| House Rent Allowance (HRA) | 16,000        |
| Conveyance Allowance       | 4,000         |
| Special Allowance          | 5,000         |
| Leave Encashment           | 7,000         |
| Bonus/Ex-Gratia            | 10,000        |
| <b>Total Earnings</b>      | <b>82,000</b> |

| Deductions              | Amount (INR)  |
|-------------------------|---------------|
| Provident Fund          | 4,800         |
| Professional Tax        | 200           |
| Income Tax (TDS)        | 5,500         |
| Notice Period Recovery  | 0             |
| Other Deductions        | 300           |
| <b>Total Deductions</b> | <b>10,800</b> |

|                    |        |
|--------------------|--------|
| Net Payable Amount | 71,200 |
|--------------------|--------|

## Important Notes

- The settlement is based on the employee's last drawn salary and applicable policies.
- All statutory deductions have been made as per the prevailing laws.

- Leave encashment and other allowances are calculated based on HR policy and leave balance.
- Any dues or recoveries (if applicable) are adjusted in the final amount.
- This document serves as a statement of final settlement and should be retained for future reference.