

SALARY DEDUCTION STATEMENT

Month & Year: June 2024

Company Name: ABC Corporation Ltd.

Company ID: 0112234

Employee Name: John Doe

Employee ID: EMP2107

Department: Finance

Position: Senior Accountant

Date of Issue: 30 June 2024

Deduction Details

Deduction Type	Amount (USD)	Remarks
Late Coming Penalty	50.00	3 Days Late
Advance Salary Adjustment	120.00	May 2024 Advance
Other Deductions	30.00	Staff Welfare Fund
Total Deduction	200.00	

Acknowledgement

I, **John Doe**, acknowledge the above deductions from my salary for the month mentioned, and confirm all details are correct to the best of my knowledge.

Employee Signature

Authorized Signatory

Important Notes

- This statement should be reviewed and signed by both the employee and HR/authorized personnel.
- All deductions are in accordance with company policy and relevant labor laws.
- Please retain a copy of this statement for your personal and official records.
- Contact HR within 5 working days for clarifications or disputes regarding deductions.