

ABC Technologies Ltd.

123 Main Street

Metropolis, 12345

Email: hr@abctech.com

Date: 2024-06-01

Statement #: SD-20240601-15

Salary Deduction Statement

Employee Name	John Doe	Employee ID	EMP-015
Designation	Software Engineer	Department	Development
Salary Month	May 2024	Pay Date	2024-06-01

#	Deduction Type	Description	Amount (USD)
1	Late Coming	3 Late Marks Recorded	30.00
2	Loan Repayment	Installment #5	100.00
3	Leave Without Pay	2 Days Unpaid Leave	120.00
Total Deduction		250.00	

Gross Salary 2,500.00 USD **Net Salary** 2,250.00 USD**Important Notes:**

- This statement is generated based on records maintained in the HR and payroll system.
- All deductions listed above are in accordance with company policy and employee agreements.
- Please review and contact HR within 7 days if you have concerns regarding any deductions.
- Keep this document as a reference for future correspondence.