

Sample payment slip

Sample Salary Slip

Company Name			
Address			
Name of the Employee		Bank Name	
Employee Designation		Bank Account Number	
Date		Employee Department	
Earnings		Deductions	
Salary Head	Amount (₹/₹)	Salary Head	Amount (₹/₹)
Basic Salary	20000	Personal Telephone Charges	1000
Dearness Allowance	2000	Other / Miscellaneous Charges	0
House rent Allowance	4000		
Conveyance Allowance	1000		
Medical Allowance	1000		
Special Allowance	1000		
Total	28000	Total	1000
Number of Working Days	30	Number of leaves taken	0
Leaves Pending	4	Leaves without pay	0