8 May 2024

**THE MANAGER**

**Emirates NBD**

Dubai, United Arab Emirates

**Subject**: Salary Transfer Letter

Dear Sir/Madam,

|  |  |
| --- | --- |
| **Employee Name** |  |
| **Job Title** |  |
| **Date of Joining** |  |
| **Employment Status** |  |
| **Gross Salary per month ( in AED )** |  |

This is to certify that the above named person is employed with us. We are under instruction from him to credit his salary to the bank account number **XXXXXXX** with you every month, we also undertake not to transfer the salary to any other bank until we receive a clearance certificate issued by you.

We are aware that you will be extending a loan/overdraft/credit card to him on the strength of this letter. Should the employment cease while the loan/overdraft/credit card is outstanding; we will notify you accordingly. We confirm that his terminal benefits, after recovering our dues, will be forwarded to you.

Please note that this letter does not constitute a guarantee on our part towards repayment of lean/overdraft/credit card.

Yours sincerely,

**Yasar Alim**

**Human Resources**