**Salary Certificate Letter Sample**

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| [Your Company Letterhead]  [Date: September 30, 2023]  To Whom It May Concern,  This is to certify that Mr. Rajesh Sharma, Employee ID E12345, has been employed with ABC Enterprises as a Senior Software Engineer in the IT Department since January 15, 2020.  The details of his salary are as follows:  - Basic Salary: ₹45,000 per month.  - Allowances:  - House Rent Allowance (HRA): ₹10,000 per month.  - Dearness Allowance (DA): ₹5,000 per month.  - Deductions:  - Employee Provident Fund (EPF) Contribution: ₹5,400 per month.  - Insurance Premium: ₹800 per month.  - Income Tax Deduction: ₹6,000 per month.  - Loan Repayment: ₹2,000 per month.  Mr. Rajesh Sharma is a full-time employee of our organization.  This salary certificate is issued at the request of the employee for a loan application.  If you require any further information or clarification, please feel free to contact us at ABC Enterprises.  Sincerely,  Anita Verma  Human Resources Manager  ABC Enterprises  789 High Street  New Delhi, India  Phone: (011) 123-4567  Email: [hr@abc-enterprises.in](mailto:hr@abc-enterprises.in) |