**工作及收入证明**

兹证明，XX先生/女士自XXXX年XX月起至今在本公司担任XX（写职务名称），主要负责XX方面的工作。自XXXX年起，年薪为XXXX万，其中包括奖金和年终分红。特此证明！

财务主管签名及单位盖章

电话

XXXX年XX月XX日

**Certification of Working and Income**

To whom it may concern,

This is to certify that Mr./Ms.\_\_\_\_\_\_\_\_\_\_ has been working in our unit from\_\_\_\_\_\_\_(year)till now as\_\_\_\_\_\_\_\_\_\_\_\_\_\_(position). His/Her main duty is about the\_\_\_\_\_\_\_\_\_\_\_\_\_. His/Her annual income is RMB\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If you need further information about his/her, please feel free to contact us.

Best Regards,

Financial Principle Name and Signature

Company Name (name)

Telephone

Date