

[COMPANY NAME]

[Street address, City, Country] • [Phone] • [email@company.com] • [www.company.com]

Ref: [HR/SAL/2026/001]

Date: [DD Month YYYY]

SALARY CERTIFICATE — TO WHOM IT MAY CONCERN

This is to certify that [Mr./Ms. Employee Full Name], holding [CNIC / ID / Passport No. 00000-0000000-0], is employed with [Company Name] as [Designation] since [Joining Date].
[He/She/They] is a permanent employee.

[His/Her/Their] current monthly salary is as follows:

Basic salary: [amount]

Allowances: [amount]

Gross monthly salary: [amount and currency]

This certificate is issued at the request of the employee for [purpose, e.g. bank loan / visa application / rental agreement] and does not create any liability on the company.

[Authorised Signatory Name]

[Designation, e.g. HR Manager]

[Company Name] • Company stamp