**Salary Slip**

|  |  |  |  |
| --- | --- | --- | --- |
| Employee ID |  | |  |
| Phone No. |  | |
| Email |  | |
|  |  | |
| **Pay slip for the month of Click here to enter a date.** | | | |
| **Total Earnings** | | **Total Deduction** | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Basic |  | | | **Profession Tax** |  | |
| HRA |  | | | **Provident Fund** |  | |
| Conveyance |  | | | **Advance/ Loan** |  | |
| Child Education Allowance |  | | | **Other Deductions** |  | |
| Medical Allowance |  | | |  |  | |
| Leave Travel Allowance |  | | |  |  | |
| Special Allowance |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
|  |  | | |  |  | |
| **Total** | | | | |  | |
| **Net Pay** | | | | |  | |
|  | | | | |  | |
| **Employee Sign** | |  | **Account Manager Sign** | |  | H R Manager Sign |

Note: Pay slips must be issued to employees within one working day of the day they are paid.