

## Formal confirmation for income tax submission

Subject: Confirmation of Income for Tax Purposes

Dear Sir/Madam,

This letter is to formally confirm that Mr./Ms. [Full Name], holding employee ID [ID Number], has been employed with [Company Name] since [Joining Date]. As of the financial year [Year], the gross annual income earned by Mr./Ms. [Last Name] amounts to [Exact Amount] before deductions.

All statutory deductions, including income tax, provident fund, and other withholdings, have been appropriately applied as per government regulations. The net taxable income stands at [Net Income Amount].

We confirm that this information is true and accurate as per our official payroll records. Should you require further clarification, please do not hesitate to contact us.

Sincerely,

[Authorized Signatory]

[Designation]

[Company Name]

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