

Salary certificate letter for bank loan

Subject: Salary Certificate for Loan Application

To Whom It May Concern,

This is to certify that Mr./Ms. [Employee's Full Name], employed with [Company Name] since [Joining Date], is working as [Designation].

His/Her current monthly gross salary amounts to [Amount], including allowances, while the annual gross salary stands at [Amount]. His/Her employment status is permanent, and salary is transferred directly into [Bank Name] account.

This certificate is being issued upon the employee's request for the purpose of obtaining a personal loan.

Sincerely,

[Name of HR Manager/Authorized Person]

[Position]

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