Ashford Business Services Ltd

Salary Certificate

Date: **9 November 2026**

To Whom It May Concern:

This is to certify that **Sarah Mitchell**, Employee ID **EMP-2026-001**, is employed with **Ashford Business Services Ltd** as **Office Manager** in the **Operations** department. They joined **Ashford Business Services Ltd** on **4 March 2024** and their employment status is **Full-time, permanent**.

Their current salary is **£2,400.00** per month, which is **£28,800.00** per year, made up as follows:

Earnings	Deductions
Basic pay: **£2,000.00**	Income tax: **£320.00**
Housing allowance: **£300.00**	Pension contribution: **£120.00**
Transport allowance: **£100.00**	**Total deductions: £440.00**
Gross pay: £2,400.00	

Net pay: £1,960.00 (One thousand nine hundred and sixty pounds only).

This certificate is issued at the request of the employee for **a bank loan application**.

This certificate is issued on **9 November 2026** and states the position as at that date.

Authorised signature: **James Patel**
Name: **James Patel**
Designation: **Finance Manager**
Date: **9 November 2026**
Company stamp: _____