[Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue **[field]** until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

Salary Certificate

Attestation de salaire

Date / Date : **[DD Month YYYY]**

To Whom It May Concern:	A qui de droit :
This is to certify that **[Employee name]**, Employee ID **[EMP-0001]**, is employed with **[Company name]** as **[Job title]** in the **[Department]** department.	Nous certifions que **[Employee name]**, numero d'employe **[EMP-0001]**, est employe(e) par **[Company name]** en qualite de **[Job title]** au sein du departement **[Department]**.
They joined **[Company name]** on **[Date of joining]**. Employment status: **[Employment status]**.	Date d'embauche : **[Date of joining]**. Statut d'emploi : **[Employment status]**.
Current salary: **[Monthly salary]** per month (**[Annual salary]** per year). Net pay: **[Net pay]** per month.	Salaire actuel : **[Monthly salary]** par mois (**[Annual salary]** par an). Salaire net : **[Net pay]** par mois.
This certificate is issued at the request of the employee for **[Purpose]**. Issued on **[Issued date]**.	Ce certificat est delivre a la demande de l'employe(e) pour **[Purpose]**. Delivre le **[Issued date]**.

Authorised signature: **[Signature]**
Name: **[Authorised signatory name]**
Designation: **[Signatory designation]**
Date: **[Issued date]**
Company stamp: _____