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. Their net pay is **£1,960.00** per month.

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.

Countersigned by the Human Resources Manager and the Finance Director

Human Resources Manager Authorised signature: **James Patel** Name: **Laura Bennett** Date: **9 November 2026**	Finance Director Authorised signature: **James Patel** Name: **Michael Osei** Date: **9 November 2026**	Company stamp: _____ –