Ashford Business Services Ltd

Salary Certificate

Date: **9 November 2026**

Total package: £2,900.00 per month (£34,800.00 per year)

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.

Total package	Amount
Monthly salary	**£2,400.00**
Car allowance	**£300.00**
Annual bonus (monthly equivalent)	**£200.00**
Total package (monthly)	**£2,900.00**
Total package (annual)	**£34,800.00**

Annual bonus: **£2,400.00** per year. Net pay is **£1,960.00** per month.

This certificate is issued at the request of the employee for **a bank loan application**. Issued on **9 November 2026**.

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