**Ashford Business Services Ltd**

# Salary Certificate

Date: **9 November 2026**

**For a school fee matter**
Employee: **Sarah Mitchell**, Employee ID **EMP-2026-001**
Child: **Amelia Mitchell**
School: **Harbour Primary School**

To **Harbour Primary School**

Dear Sir or Madam,

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.

This certificate is issued at the request of the employee for a school fee matter relating to their child, **Amelia Mitchell**.

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: _____