[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 Slip

India - statutory earnings and deductions

Employee name: [Employee name]

Employee ID: [Employee ID]

Job title: [Job title]

PAN: [PAN]

Bank account: [Bank account]

Pay period: [Pay period]

Pay date: [Pay date]

Department: [Department]

UAN: [UAN]

Payment method: [Payment method]

Days in month: [Days in month]	Paid days: [Paid days]	Loss of pay days: [Loss of pay days]	Pay date: [Pay date]

Earnings (INR)

Earnings	Amount (INR)
Basic pay	[Basic pay]
House rent allowance	[House rent allowance]
Dearness allowance	[Dearness allowance]
Special allowance	[Special allowance]

Deductions (INR)

Deductions	Amount (INR)
Provident fund	[Provident fund]
Employee State Insurance	[Employee State Insurance]
Professional tax	[Professional tax]
Tax deducted at source	[Tax deducted at source]

Gross pay: [Gross pay]	Total deductions: [Total deductions]	Net pay: [Net pay]

Net pay in words: [Net pay in words]

Employer contributions (for information only)

Contribution	Amount (INR)
Employer provident fund	[Employer provident fund]
Employer State Insurance	[Employer State Insurance]

This is a computer-generated salary slip and does not require a signature.