UAE salary certificate for a bank loan

Editable sample letter: replace the details with your own records before signing

[Company letterhead]
Trade licence: [Trade licence number]
Date: [Issue date]
To whom it may concern,
This is to certify that [Employee Name] (Emirates ID [Emirates ID]) is employed by [Company] as Accounts Assistant and joined on [Joining date].
Emirate: Dubai
Addressed to: [Bank name], for a personal loan application
Basic: AED 7000
Housing allowance: AED 2500
Transport allowance: AED 600
Other allowance: AED 0
Gross monthly salary: AED 10100
[Optional. Print only if payroll already credits this bank.]
Salary IBAN: [IBAN]
Purpose: salary confirmation requested for a personal loan
[Company] states the monthly package on its payroll. The amounts are not a loan offer, not a gratuity calculation, and not a promise that credit will be granted.
[Optional proposed wording. Delete unless an authorised employer approver has accepted it. Emirates NBD's specimen salary transfer letter asks for a blank accrued gratuity amount and for terminal benefits to be forwarded in a stated case. That specimen is Emirates NBD's form, not a rule for every UAE bank. First Abu Dhabi Bank asks for a salary transfer letter or salary certificate addressed to FAB. If the bank supplied its own form, use that form.]
Proposed, only if approved: If employment ends while a facility is outstanding, the company will tell the bank named above. Terminal benefits, after the company's own dues, will be forwarded only if the employee fails to repay and the approver has accepted that sentence. Leave any amount blank unless finance has calculated it and the approver agrees to state it. Do not add a sentence that the company has no liability.
For [Company]
Authorised signatory and stamp: [Name], [Designation] _____