Pakistan salary certificate for a visa

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

[Company letterhead]
Date: [Issue date]
To whom it may concern,
This is to certify that [Employee Name] (CNIC [CNIC], Passport number [Passport number]) is employed by [Company] as Import coordinator and joined on [Joining date].
Office: Karachi
Pay month certified: [Pay month]
Basic: PKR 70000
Conveyance allowance: PKR 10000
Other allowance: PKR 0
Gross monthly salary: PKR 80000
Deductions recorded by payroll: PKR 6000
Net pay: PKR 74000
Purpose: salary confirmation for a visa application at the employee's request. This letter is not addressed to a bank. The embassy or visa centre decides the application. This letter does not grant a visa.
Employment on the certificate date: still in service.
Keep PKR. Add another currency only with the rate and the rate date beside these lines.
For [Company]
Authorised signatory and stamp: [Name], [Designation] _____