Salary slip format

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

Employer: [employer legal name]
Employee: [employee name]
Basic: INR 25,000
HRA: INR 10,000
Other allowance: INR 5,000
Gross earnings: INR 40,000
PF: INR 1,800
ESI: INR 0
Professional tax: INR 200
TDS: INR 1,000
Total deductions: INR 3,000
Net pay: INR 37,000