Monthly salary slip format for Qatar

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

Employer: [Company]
Employee: [Employee Name]
Qatar ID: [Qatar ID]
Commercial registration: [CR number]
Workplace: [City]
Pay period: [Pay month]
Designation: [Designation]
Employee ID: [Employee ID]
Department: [Department]
Prepared by: [Authorised signatory]
Currency: QAR
Basic: QAR 7,000
HRA: QAR 2,500 housing
Other allowance: QAR 800 transport
Gross earnings: QAR 10,300
Other deduction: QAR 0
Total deductions: QAR 0
Net pay: QAR 10,300
Bank transfer: [WPS reference after the QAR wage is paid]