Monthly salary slip format for Saudi Arabia

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

Employer: [Company]
Employee: [Employee Name]
Iqama: [Iqama number]
Workplace: [City]
Pay period: [Pay month]
Designation: [Designation]
Employee ID: [Employee ID]
Department: [Department]
Prepared by: [Authorised signatory]
Currency: SAR
Basic: SAR 6,000
HRA: SAR 2,000 housing
Other allowance: SAR 500 transport
Gross earnings: SAR 8,500
Other deduction: SAR 450 employee GOSI
Total deductions: SAR 450
Net pay: SAR 8,050