Salary Slip Format - Word (.docx)

# Employee Details

|  |  |
| --- | --- |
| Employee Name |  |
| Employee ID |  |
| Designation |  |
| Department |  |
| Pay Period |  |
| Bank Account Number |  |

# Earnings

|  |  |
| --- | --- |
| Basic Salary |  |
| House Rent Allowance (HRA) |  |
| Conveyance Allowance |  |
| Special Allowance |  |
| Medical Allowance |  |
| Total Earnings |  |

# Deductions

|  |  |
| --- | --- |
| Provident Fund (PF) |  |
| Professional Tax |  |
| Tax Deducted at Source (TDS) |  |
| ESI |  |
| Total Deductions |  |

# Net Salary (Take-home Pay)