**Sample 2:**

*[Name of the company]*

*[Address of the company]*

*Employee name: XX Month: XX Branch: XX*

*Employee Code: XX*

*Joining date: ## PF No: ## PAN: ##*

*CTC: ## Days Present: ## Days paid: ## Leave Bal: ##*

 *Income + Reimbursements Deductions*

|  |  |
| --- | --- |
|  **Amount** |  **Amount** |
| *Basic +DA ###**HRA ###**Conveyance ###**Medical Allowance ###**Leave Travel allowance ###**Special Allowance ###* *\_\_\_\_\_\_\_\_\_\_\_* *\_\_\_(X)\_\_\_\_\_\_* | *Profession Tax ###**Provident fund ###**Income Tax ###**Advances/Loans ###**Other deductions ###* *\_\_\_\_\_\_\_\_\_* *\_\_\_\_(Y)\_\_\_* |

*Net pay: \_\_\_(X-Y)\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*[Employer’s signature] [Employee’s Signature]*