

This letter will be used to validate your income/employment details.

Please note we may contact your employer to discuss/verify the details supplied.



Acc. No. []

BRANCH

Private and Confidential

SALARY CERTIFICATE

Dear Employer

re:

The Company is processing a loan application from the above applicant, who has informed us that he/she is currently employed by you.

We should be obliged if, in the strictest confidence, you would give us the information stated below.

Yours faithfully,

Branch Management

Please note that we may require to contact you directly to further discuss the information provided below.

- 1. Date of commencement of employment
2. Is job subject to probation period? Y/N If Y how long?
3. Position now held
4. Salary or Wages - Basic EUR
5. Commission EUR regular/guaranteed/irregular
6. Bonus EUR regular/guaranteed/irregular
7. Overtime - average per annum EUR regular/guaranteed/irregular
8. Car Allowance EUR regular/guaranteed/irregular
9. Shift Allowance EUR regular/guaranteed/irregular (Delete as appropriate)
10. Is employee pensionable?
11. So far as you are able to tell, will he/she continue in your service?
12. Is he/she subject to a salary scale? If so, what is the maximum of such scale and by what annual increments reached?

Signature
Company
Address
Date

PLEASE AUTHENTICATE WITH COMPANY STAMP OR SEAL