

SALARY CERTIFICATE

[To be completed by Applicants Employer]

EMPLOYMENT DETAILS

Name of Employee:		Length of service with the company:	Years ____ Months ____
Address of Employee:		Job Title:	
		Please indicate if FT/PT:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Name of Employer:		Is Employment	<input type="checkbox"/> Permanent <input type="checkbox"/> Contract <input type="checkbox"/> Temporary
Date of commencement of Employment:	Date: _____	Is the employee on probation period? If so, please enter date when probation ceases	<input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____
So far as you are able to tell will he/she continue to be in your service?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If so, what is the maximum of such scale and by what annual increments reached?	

SALARY DETAILS

Paid by: Cash ☐ Cheque ☐ EFT ☐

Income Type	Per Annum	Guaranteed	Regular	Irregular
Gross basic wage/salary:				
Overtime:				
Bonus:				
Commission:				
Other Income*:				

*Please give details of other income: _____

THIS SECTION IS TO BE COMPLETED BY AN AUTHORISED COMPANY OFFICAL

Signed by: _____

I certify that the above information is correct

Position: _____

Company Name: _____

Address: _____

Please authenticate with company stamp or seal

Tel Number: _____ **Date:** _____

THE INFORMATION GIVEN WILL BE TREATED IN THE STRICTEST CONFIDENCE