Salary Slip Format - Blank Template

SALARY SLIP

Employer / Establishment Name

Address

Employee Name		**Employee ID**		**Pay Period**	
Designation		**Department**		**Pay Date**	
UAN (if applicable)		**Bank A/c (masked)**		**Days Worked**	

EARNINGS	AMOUNT (Rs.)	DEDUCTIONS	AMOUNT (Rs.)
Basic Salary		Provident Fund (if applicable)	
HRA		ESI (if applicable)	
Special Allowance		Professional Tax / Other	
Other Allowance / Incentive		Income Tax / TDS (if applicable)	
Gross Salary		**Total Deductions**	
NET PAY			

Net pay in words: _____

Note: *Use only fields and deductions that apply to your payroll. Verify statutory treatment with your payroll/accounting professional.*

Employer / Pay-in-charge signature

Salary Slip Format - Filled Indian Example

SALARY SLIP

ABC Private Limited

123 Business Park, New Delhi - 110001

Employee Name	Rohit Sharma	**Employee ID**	EMP001	**Pay Period**	September 2026
Designation	Executive	**Department**	Marketing	**Pay Date**	30 Sep 2026
UAN (if applicable)	1000XXXXXX01	**Bank A/c (masked)**	XXXX4321	**Days Worked**	30

EARNINGS	AMOUNT (Rs.)	DEDUCTIONS	AMOUNT (Rs.)
Basic Salary	30,000	Provident Fund (if applicable)	1,800
HRA	15,000	ESI (if applicable)	0
Special Allowance	5,000	Professional Tax / Other	200
Other Allowance / Incentive	2,000	Income Tax / TDS (if applicable)	3,000
Gross Salary	**52,000**	**Total Deductions**	**5,000**
NET PAY			**47,000**

Net pay in words: Rupees forty-seven thousand only

Note: *Use only fields and deductions that apply to your payroll. Verify statutory treatment with your payroll/accounting professional.*

Employer / Pay-in-charge signature