

(Surety/Guarantor)

**TO WHOM IT MAY CONCERN**

This is to certify that Shri/Smt/Km. \_\_\_\_\_  
son/daughter/wife of Shri/Smt. \_\_\_\_\_  
residing at \_\_\_\_\_  
is permanently serving as \_\_\_\_\_ (Grade.....)  
in the Office/Department of \_\_\_\_\_  
and is now posted at \_\_\_\_\_  
His/Her basic pay is Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)  
only in the scale of pay of Rs. \_\_\_\_\_ and  
the total emolument in the month of \_\_\_\_\_ is Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) only.

Date of Birth :-

Date of joining :-

Date of Superannuation:-

Dated/.....

the .....

Signature of the Employer/HOD/DDO

Name :

Designation:

Seal :

W/salary.certificate

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