**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 .......................................in the Office / Department of ...................................................................and is now posted at................................  His/Her Basic pay  is ............... (Rupees.....................................................)Only in the scale of pay Rs.......................... and total emolument in the month of .................................................is Rs............................(Rupees............................)only.**

**Date of Birth :**

**Date of Joining :**

**For**

**Authorsed Signatory**