

**Certificate Of Income**

**PRIVATE & CONFIDENTIAL**

Please answer all questions

Employee Name: \_\_\_\_\_ Reference: \_\_\_\_\_

1 a. What is the amount of his/her annual gross pay? €

b. What is the amount and frequency of any mortgage subsidy and/or Large Town Allowance and/or Shift / Rent Allowance? €

c. What is the amount of (i) Overtime paid per annum €

(ii) Bonus paid per annum €

(iii) Commission paid per annum €

Are Bonus / Overtime payments guaranteed? YES  NO

If not, are they considered to be regular? YES  NO

2 Is he/she on your permanent staff? YES  NO

3 Is this position currently subject to a probationary period? YES  NO

4 If yes, please indicate length of probationary period

5 Is he/she likely to continue in your employment for some years? YES  NO

6 How long has he/she been in your employment?

7 Are you required to deduct a certain sum from his/her salary to satisfy a Court Order? YES  NO

8 What is the nature of his/her duties?

Company / Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Job Title: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Date: \_\_\_\_\_

Company Seal / Stamp (Mandatory)