

Private and Confidential

CERTIFICATE OF EARNINGS

Ref:

Employee's Name

Employee's Address

To the Employer

Please fill in this form showing your employee's last two months salary (for monthly paid employees) or the last five weeks wages (for weekly paid employees). Please give an estimated figure if these are not available. **Please return the completed form to:-**

Housing Benefit Section, Resources, London Borough of Sutton, St Nicholas Way, Sutton, Surrey SM1 1EA

Period covered		Gross Pay	Income Tax	National Insurance	Pension	Net Pay
From	To					

- Please tell us your employee's National Insurance Number
- Please indicate the method of payment eg Cash, Cheque, Direct into bank account
- If your employee receives a bonus, please state the amount and how often it is paid

I certify the above to be a correct statement of the earnings paid to the above named employee.

Signature of Employer

Business Address

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THE EMPLOYER IS REQUESTED TO SIGN THIS FORM AND AUTHENTICATE IT WITH THE FIRM'S OFFICIAL STAMP.