

Company Name and Address: _____

Employee's Name: _____

CEC No: _____ License No.: _____ Date: _____

Date: _____

Basic Salary Dh. _____ / Month Joined Date _____

Basic Salary / 30 Dh. _____ / Day Left Date _____

Allowance Accm. Dh. _____ / Month Service -

Food Dh. _____ / Month Months _____ Years _____

Job Allowance Dh. _____ Termination Type _____

Other Allowance Dh. _____

A. Dues

Dirhams

Salary From _____ To _____
@Dhs. _____ / Month

Overtime _____

Leave Pay _____ Days @ Dhs. _____ / Day Total _____

Gratuity _____ Days @ Dhs. _____ / Day Total _____

Retention's Repaid _____

Other Credits _____

Gross Due Dirhams _____

B. Deduction

Dirhams

Advances _____

Tel / Telex _____

Airfare to _____

Others _____

Total Deduction Dirhams _____

Total _____

C. Net Amount Payable (A-B)

Dirhams

Received (in Words) _____

As full & final settlement of all my dues from the company

Authorised Company Signatory & Company Stamp

Date

Employee Signature