

This **acknowledgement receipt** sample serves as proof of salary received by an employee, ensuring clarity and transparency in payroll transactions. It includes essential details such as the employee's name, amount received, payment date, and signatures. Using this receipt helps both employers and employees maintain accurate financial records.

Acknowledgement Receipt for Salary Received

Employee Name:

Employee ID/Number:

Amount Received:

Payment Date:

Salary Period Covered:

Mode of Payment:

☐ Cash

☐ Cheque

☐ Bank Transfer

Remarks:

Received by:

Verified by:

Employee Signature/Date

Authorized Signature/Date