

# Appendix 1: Salary certificate

(To be completed by first applicant's employer)

## Employment details

Name of employee

Length of service with the company      Years      Months      Position held

The exact location of employment

Is employment permanent/contract?     Yes     No      Is employee on probation period?     Yes     No

Does employee have flexibility to work remotely on an ongoing basis as part of their current role?     Yes     No

If yes, please provide details.

So far, are you able to tell will they continue to be in your service?    Yes     No

If so, what is the maximum of such salary scale and by what annual increments reached?

## Salary details (per annum)

Gross basic wage/salary €       Guaranteed       Regular       Irregular

Overtime €       Guaranteed       Regular       Irregular

Bonus €       Guaranteed       Regular       Irregular

Commission €       Guaranteed       Regular       Irregular

Other income\* €       Guaranteed       Regular       Irregular

\*Please give details of other income

## This section is to be completed by an authorised company official

Signed by

Position

Date

Company Name

Address

Tel. Number

Please authenticate with  
company stamp or seal

The information given will be treated in the strictest confidence

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