Payroll Details Confirmation

Date: [Insert Date]

To: [Employee's Name]

Employee ID: [Employee's ID]

Dear [Employee's Name],

We are writing to confirm the payroll details for the upcoming payment period. Below are your confirmed payroll details:

Payroll Details:

- Annual Salary: $[Insert Amount]
- Pay Rate: $[Insert Amount] per [hour/week/month]
- Pay Period: [Insert Pay Period]
- Deductions: $[Insert Amount]
- Net Pay: $[Insert Amount]

If you have any questions or need further clarification, please do not hesitate to reach out.

Thank you!

Sincerely,

[Your Name]
[Your Position]
Accounting Department
[Company Name]