

Payroll Worksheet

Pay Date

PAYROLL 1

		Reported Hours				Exception			Earnings			Deductions	
		Regular	Overtime	Other		Rate			Salary	Other		One Time	
				Hours	Code	2/3	Other	Dept.		Amount	Code	Amount	Code
White, Tanya	<input type="checkbox"/> Pay <input type="checkbox"/> No Pay <input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Salary 2,200.00													
Employee No./Dept. 2/100													
Griffin, Taylor	<input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Primary Rate 15.00 (2) 16.00 (3) 17.00													
Employee No./Dept. 3/200													
Philips, Terrance	<input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Primary Rate 13.75 (2) 19.75													
Employee No./Dept. 4/200													
Brown, Carl	Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Rate 15.30													
Employee No./Dept. 8/250													
Banks, Alice	<input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Rate 12.50													
Employee No./Dept. 5/300													
Davis, Elizabeth	<input type="checkbox"/> Pay <input type="checkbox"/> No Pay Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Salary 1,500.00													
Employee No./Dept. 115/300													
Green, Mary	<input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Rate 17.50													
Employee No./Dept. 6/300													
	Page Total												

Other Employee Changes:

	Reported Hours				Exception			Earnings			Deductions	
	Regular	Overtime	Other		Rate			Salary	Other		One Time	
			Hours	Code	2/3	Other	Dept.		Amount	Code	Amount	Code
ABC												
Rate 17.00												
Employee No./Dept. 10/350												
Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
XYZ												
Rate 15.75												
Employee No./Dept. 116/350												
<input type="checkbox"/> No Direct Deposit Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
ABC												
Rate 18.32												
Employee No./Dept. 11/355												
Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
XYZ												
Rate 18.25												
Employee No./Dept. 12/355												
Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
XYZ												
Rate												
Employee No./Dept. 114/600												
Term. Date: Voluntary: Y/N Expected Rehire: Y/N <input type="checkbox"/> Other Changes - see notes below												
Page Total												
Grand Total												