

The Demo Company

Company (100)

FAX

To: Professional Services
Phone: (540) 575-6000
Fax: (540) 575-6001
Attn: Payroll Rep @ Service Bureau

Date: _____ **Pages:** ____ (Including Cover)
From: Your Client
Phone: (816) 455-3100
Fax: (816) 455-3102

Payroll Data for check date 10/31/2005.

This Fax contains payroll data for the pay period beginning 9/01/2005 and ending 9/30/2005.

Totals

Code	Hours	Dollars
Regular		
Overtime		
Vacation		
Sick		
Holiday		
Advance		

Counts

Description	Count
Employees	
Regular Checks	
Manual Checks	
New Employees	
Employees Not Paid	

Notes:

Input Worksheet

The Demo Company

Company (100)

Check Date: 10/31/2005
 Pay Period: 09/01/2005 to 09/30/2005

Employee	Regular	Overtime	Vacation	Sick	Holiday	Advance				Deductions/Earnings
Bailey, Mary R										<input type="radio"/> D-401k 0.00 <input type="radio"/> D-Denta 9.65 <input type="radio"/> D-Healt 29.27 <input type="radio"/> D-Misc 0.00
Id 1 Rate 17.5000										
SSN 111-32-2222										
Loc 20 Salary 1,400.00	Pay Salary <input type="radio"/> Yes <input type="radio"/> No									
Rate Code 2 10.0000										<input type="radio"/> E-401km 3.00 /hr <input type="radio"/> E-GTL 0.00 /hr
Beck, Kerrie										<input type="radio"/> D-401k 6.00 % <input type="radio"/> D-Denta 9.85 <input type="radio"/> D-Healt 29.27 <input type="radio"/> E-401km 3.00 /hr
Id 5 Rate 21.6375										
SSN 333-12-4444										
Loc 30 Salary 1,731.00	Pay Salary <input type="radio"/> Yes <input type="radio"/> No									
Carpenter, Jerry B										<input type="radio"/> D-401k 4.00 <input type="radio"/> E-401km 2.00 /hr
Id 7 Rate 15.7500										
SSN 233-12-0000										
Loc 20										
Howell, Thurston										<input type="radio"/> D-401k 6.00 % <input type="radio"/> D-Denta 9.65 <input type="radio"/> D-Healt 29.27 <input type="radio"/> E-401km 3.00 /hr
Id 3 Rate 32.4519										
SSN 444-31-5555										
Loc 40 Salary 2,596.15	Pay Salary <input type="radio"/> Yes <input type="radio"/> No									
										<input type="radio"/> E-Fring 45.00 <input type="radio"/> E-GTL 0.00 /hr
Mayer, John										<input type="radio"/> D-401k 8.00 <input type="radio"/> D-Healt 23.50 <input type="radio"/> E-401km 3.00 /hr
Id 8 Rate 13.7500										
SSN 244-66-9988										
Loc 40 Salary 550.00	Pay Salary <input type="radio"/> Yes <input type="radio"/> No									
Merchant, Randolph P										<input type="radio"/> D-401k 8.00 % <input type="radio"/> D-Denta 19.16 <input type="radio"/> D-Healt 64.00 <input type="radio"/> E-401km 3.00 /hr
Id 4 Rate 22.5000										
SSN 111-34-6666										
Loc 10 Salary 1,800.00	Pay Salary <input type="radio"/> Yes <input type="radio"/> No									
Page Totals										Notes
Total Hours										
Total Dollars										Initials _____
401km - ER401	Bereav - Bereavement	Bonus - Bonus	Comm - Commission	Fringe - Fringe-Taxable	GTL - Group Term Life					
Hol - Holiday	OT - Overtime	Prize - Prizes & Awards	Reg - Regular	Retro - Retroactive Pay	Sick - Sick					
Vac - Vacation	XSP - Sick Pay	XSPLT - LT Sick	XSPNT - NT Sick							

Input Worksheet

The Demo Company
Company (100)

Check Date: 10/31/2005
Pay Period: 09/01/2005 to 09/30/2005

Employee	Regular	Overtime	Vacation	Sick	Holiday	Advance				Deductions/Earnings
Miller, Dana Id 6 Rate 16.5000 SSN 123-45-6789 Loc 10										<input type="checkbox"/> E-Fring 15.00 /hr
Rate Code 2 14.5000										
Simpson, Margaret S Id 2 Rate 25.0000 SSN 222-31-4444 Salary 2,000.00 Loc 20	Pay Salary <input type="checkbox"/> Yes <input type="checkbox"/> No									<input type="checkbox"/> D-401k 5.00 % <input type="checkbox"/> D-Healt 29.27 <input type="checkbox"/> E-401km 2.50 /hr <input type="checkbox"/> E-GTL 0.00 /hr
Smith, Amber Id 9 Rate 17.5000 SSN 496-44-1111 Salary 700.00 Loc 30	Pay Salary <input type="checkbox"/> Yes <input type="checkbox"/> No									<input type="checkbox"/> D-Uway 20.00
Page Totals										Notes
Total Hours										
Total Dollars										Initials_____
401km - ER401 Hol - Holiday Vac - Vacation	Bereav - Bereavement OT - Overtime XSP - Sick Pay	Bonus - Bonus Prize - Prizes & Awards XSPLT - LT Sick	Comm - Commission Reg - Regular XSPNT - NT Sick	Fringe - Fringe-Taxable Retro - Retroactive Pay	GTL - Group Term Life Sick - Sick					