EMPLOYEE PAYROLL RECORD

Client _____   Year _____   EE # _____

Name   Address   Social Security #

Period Ending	Check Number		Gross Earnings	Deductions						Net Paid	✓	
				Social Security	Medicare	Federal Withholding	State Withholding					
												January
Jan. Totals												
												February
Feb. Totals												
												March
Mar. Totals												
1st Quarter Totals												1st
												April
Apr. Totals												
												May
May Totals												
												June
June Totals												
2nd Quarter Totals												2nd
Year to Date												YTD

Date Employed _____   Rate of Pay _____   Dept. No. _____   Job No. _____   No. of Exemptions _____   ☐ Single   ☐ Married

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EMPLOYEE PAYROLL RECORD

Client _____ Year _____

Name _____ | EE # _____ | Social Security # _____

Period Ending	Check Number		Gross Earnings	Deductions						Net Paid	✓	
				Social Security	Medicare	Federal Withholding	State Withholding					
												July
July Totals												
												August
Aug. Totals												
												September
Sept. Totals												
3rd Quarter Totals												3rd
Year to Date												YTD
												October
Oct. Totals												
												November
Nov. Totals												
												December
Dec. Totals												
4th Quarter Totals												4th
Total for Year												YTD

☐ X If Qualified Pension Plan   W-2 was ☐ Mailed to Employee   ☐ Supplied to Employer

Date _____ By _____