

REDUNDANCY PAYROLL RECORD
EMPLOYER COPY

Employer Name	
ABN / Tax ID	
Pay Period End	
Payment Date	

Employee Name	
Employee ID	
Employment Start	
Termination Date	
Years of Service	

PAYMENT DESCRIPTION / CALCULATION BASIS	GROSS AMOUNT
Redundancy Pay (Tax-Free Component)	
Redundancy Pay (Taxable Component)	
Notice in Lieu	
Accrued Annual Leave payout	
Accrued Long Service Leave payout	
Other Payments (Specify: _____)	
Total Gross Payment	
Less: PAYG Withholding / Tax Deductions	
Net Payment	

Prepared By (Payroll Officer Signature)
Date: ____ / ____ / 20____
Authorized Approver Signature
Date: ____ / ____ / 20____

✕ DETACH HERE ✕

REDUNDANCY PAY SLIP
EMPLOYEE COPY

Employer Name	
ABN / Tax ID	
Payment Date	

Employee Name	
Employee ID	
Termination Date	

PAYMENT BREAKDOWN	AMOUNT
Severance / Redundancy Pay (Tax-Free Component)	
Severance / Redundancy Pay (Taxable Component)	
Payment in Lieu of Notice	
Unused Annual Leave payout	
Unused Long Service Leave payout	
Total Gross Amount	
Total Tax Withheld	
Net Redundancy Paid	

Bank Name		Account Number	
BSB / Routing Code		Payment Method	

Employee Acknowledgment Signature
Date: ____ / ____ / 20 ____