# REMOTE EMPLOYEE TAX ALLOCATION PAYROLL TEMPLATE

Multi-Jurisdiction Payroll Allocation & Tax Withholding Record

COMPANY NAME

FEDERAL EIN

PAY PERIOD ENDING

## EMPLOYEE INFORMATION

EMPLOYEE NAME

EMPLOYEE ID / SSN

PAYMENT DATE

HOME STATE (RESIDENCY)

PRIMARY WORK STATE

TAX NEXUS STATUS

## EARNINGS SUMMARY (PRIOR TO STATE ALLOCATION)

| Earnings Description | Hours (If Hourly) | Rate | Total Earnings |
|---|---|---|---|
| Regular Payroll / Salary | | | |
| Overtime Pay | | | |
| Bonus / Commission / Other | | | |
| | | **Total Gross Earnings:** | |

## MULTI-STATE TAX ALLOCATION BREAKDOWN

| State Code | Allocation % | Allocated Gross Pay | State SIT Withheld | Local / City Tax | SUTA (Employer) |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| **Total:** | | | | | |

## FEDERAL TAXES & STATUTORY DEDUCTIONS

| Federal Taxes Withheld |
|---|

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|---|---|
| Federal Income Tax (FIT) | |
| Social Security (FICA) | |
| Medicare | |

| Other Deductions / Adjustments | |
|---|---|
| Pre-Tax Deductions (Health, 401k) | |
| Post-Tax Deductions | |
| **Total Deductions** | |

## NET PAY STATEMENT

**TOTAL GROSS EARNINGS**

**TOTAL COMBINED DEDUCTIONS & TAXES**

**NET TAKE-HOME PAY**

Payroll Administrator Signature

Date

Remote Employee Signature (Acknowledgment)

Date