UNIFORM ALLOWANCE DISTRIBUTION

Fiscal Year	
Pay Period	
Distribution Date	

This document serves as the official payroll authorization record for the annual uniform allowance distribution. All disbursements must align with established corporate policy guidelines and tax regulations.

EMP ID	EMPLOYEE NAME	DEPARTMENT	JOB TITLE	ALLOWANCE AMT	PAYMENT METHOD	SIGNATURE / REF NO.
			Total Allocated Allowance:			

Prepared By
Payroll Administrator

Reviewed By
Human Resources Manager

Authorized By
Finance Director / CFO