PAYROLL SUMMARY

Contractor & Freelance Agreements

Company Name: _____

Pay Period Start: _____

Pay Period End: _____

Payment Date: _____

CONTRACTOR INFORMATION

CONTRACTOR FULL NAME

TAX ID / SSN / BUSINESS REGISTRATION

CONTRACT / AGREEMENT ID

EMAIL ADDRESS

PAYMENT BREAKDOWN

PROJECT / TASK DESCRIPTION	RATE (HOURLY / FLAT)	HOURS / UNITS	TOTAL AMOUNT

Gross Earnings: _____

Reimbursements: _____

Deductions (if any): _____

Net Pay: _____

PAYMENT METHOD & DESTINATION

PAYMENT METHOD (DIRECT DEPOSIT / CHECK / WIRE / PAYPAL)

ACCOUNT DETAILS / ROUTING NUMBER / REFERENCE ID

_____

Contractor Signature

Date: _____

_____

Authorized Approver Signature

Date: _____