PENSION & RETIREMENT DEDUCTION LEDGER

Payroll Contributions Template

Company Name: _____ **Payroll Period:** _____

Employee Name: _____ **Pay Date:** _____

Employee ID: _____ **Plan Type / Name:** _____

PAY PERIOD / DATE	GROSS EARNINGS	EMPLOYEE CONTRIBUTIONS			EMPLOYER MATCHING		TOTAL YTD CONTRIBUTION
		PRE-TAX (%)	PRE-TAX ($)	POST-TAX (ROTH)	MATCH (%)	MATCH ($)	
Total							

PREPARED BY (PAYROLL OFFICER)

APPROVED BY (AUTHORIZED SIGNATORY)

DATE