COMPANY NAME: _____

PAY PERIOD FROM: _____

PAY PERIOD TO: _____

Employee Overtime Hours Payroll Ledger

EMP ID	EMPLOYEE NAME	DEPARTMENT	HOURLY RATES ($)		HOURS WORKED			OVERTIME EARNINGS ($)			TOTAL GROSS PAY
			REGULAR	OT RATE	REGULAR	OT (1.5X)	DT (2.0X)	REGULAR	OT PAY	DT PAY	
		Totals									

PREPARED BY (SIGNATURE / DATE)

APPROVED BY (SIGNATURE / DATE)

PAYROLL SPECIALIST SIGNATURE / DATE