

# SALARIED NON-EXEMPT PAYROLL

Time Tracking & Overtime Calculator

**Employee Name:**

**Employee ID:**

**Job Title / Department:**

**Pay Period Start:**

**Pay Period End:**

**Payment Date:**

**Total Hours:**

## Earnings & Rates

Base Salary (for Pay Period):

Equivalent Regular Hourly Rate:

Overtime Rate (1.5x Hourly Rate):

Overtime Earnings:

Double Time Rate (2.0x Hourly Rate):

Double Time Earnings:

PTO / Sick Leave Paid:

**Total Gross Earnings:**

## **Deductions & Net Pay**

Federal Income Tax:

Social Security (FICA):

Medicare:

State Tax:

Health / Benefit Deductions:

Other Deductions:

**Net Pay:**

**Employee Signature**

**Date:**

**Supervisor / Approver Signature**

**Date:**