ON-CALL EMPLOYEE PAYROLL RECORD SHEET

Zero-Hour Contract Labor Tracking & Payment Authorization

EMPLOYEE NAME:

EMPLOYEE ID:

DEPARTMENT / DEPT NO:

PAY PERIOD START:

PAY PERIOD END:

HOURLY PAY RATE:

DATE	DAY	SHIFT START TIME	SHIFT END TIME	BREAK (MINS)	HOURS WORKED	AUTHORIZED SIGNATURE / NOTES

Total Hours	
Gross Pay	
Deductions (Tax/NI)	
Net Pay Due	

EMPLOYEE SIGNATURE & DATE

MANAGER / PAYROLL APPROVAL & DATE