

END OF EMPLOYMENT COMPENSATION CALCULATOR

Payroll Termination Settlement Sheet

EMPLOYEE & EMPLOYMENT DETAILS

Employee Name		Employee ID	
Department		Job Title	
Hire Date		Termination Date	
Termination Reason			

EARNINGS & SEVERANCE PAY

Description	Basis (Hours/Days/Weeks)	Rate (\$)	Total (\$)
Regular Payroll (Final Pay Period)			
Severance Pay			
Unused Paid Time Off (PTO) / Vacation Pay			
Payment in Lieu of Notice			
Bonus / Commission Outstanding			
Other:			
Gross Termination Pay			

DEDUCTIONS

Deduction Description	Amount (\$)
Federal Income Tax withholding	
State / Local Tax withholding	
FICA (Social Security & Medicare)	
Benefits Contributions (Health, Dental, Life Insurance)	
401(k) / Retirement Contribution	
Company Property Not Returned (Deduction charge)	
Other:	
Total Deductions	

FINAL SETTLEMENT SUMMARY

NET TERMINATION PAY (Gross Pay - Total Deductions)

Employee Signature

Date: _____

Authorized Employer Representative Signature

Date: _____