

PAYROLL LEDGER

Casual Contract Labor

Project / Department:

Location:

Pay Period Start:

Pay Period End:

NO.	CONTRACTOR NAME	AGREEMENT DATE	TASK / DESCRIPTION OF WORK	RATE PER HOUR/DAY	HOURS/DAYS WORKED	GROSS PAY	WITHHOLDING TAX	NET PAY	CONTRACTOR SIGNATURE / ACKNOWLEDGMENT
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
Total:									

Prepared By (Payroll Officer)
 Date: _____

Reviewed By (Project Manager)
 Date: _____

Approved By (Authorized Signatory)
 Date: _____