

UNION PAYROLL & BENEFITS CALCULATION WORKSHEET

Collective Bargaining Agreement (CBA) Template

Employee Name:

Union Local No:

Employee ID / Book No:

CBA Agreement Period:

Job Classification:

Pay Period Ending Date:

1. HOURS AND GROSS EARNINGS (CBA TIER RATES)

DESCRIPTION / TYPE OF HOURS	HOURS WORKED	MULTIPLIER	HOURLY RATE	TOTAL EARNINGS
Regular Hours		1.00		
Overtime Hours (OT)		1.50		
Double Time Hours (DT)		2.00		
Shift Differential Hours				
Hazardous Duty / Special Rate				
Holiday Worked / Paid				
Total Gross Earnings				

2. CBA MANDATED EMPLOYER FRINGE BENEFIT CONTRIBUTIONS (NON-TAXABLE TO EMPLOYEE)

BENEFIT FUND DESCRIPTION	CALCULATION BASIS	RATE (\$ PER HOUR/PCT)	TOTAL CONTRIBUTION
Health & Welfare Fund Contribution			
Pension Fund Contribution			
Annuity Fund Contribution			
Apprenticeship / Training Fund			
Industry Promotion Fund			
Vacation Fund (Employer Funded)			
Total Employer Fringe Benefit Contributions			

3. EMPLOYEE PAYROLL DEDUCTIONS & UNION WITHHOLDINGS

DEDUCTION DESCRIPTION	CALCULATION BASIS	RATE / AMOUNT	TOTAL WITHHELD
Union Monthly Dues (Regular)			

3. EMPLOYEE PAYROLL DEDUCTIONS & UNION WITHHOLDINGS			
DEDUCTION DESCRIPTION	CALCULATION BASIS	RATE / AMOUNT	TOTAL WITHHELD
Union Working Dues Assessment			
Initiation / Reinstatement Fees			
Committee on Political Education (COPE / PAC)			
Credit Union Deduction			
Group Insurance / Optional Benefits Contribution			
Total Union-Related Employee Deductions			

4. SUMMARY AND RECONCILIATION	
Gross Earnings (From Section 1)	
Less: Total Union Deductions (From Section 3)	
Less: Standard Taxes & Statutory Deductions (FICA, Federal, State, Local)	
Net Pay (Take-Home to Employee)	
Add: Total Employer Fringe Benefit Contributions (From Section 2)	
Total CBA Cost to Employer (Gross Earnings + Employer Benefits)	

Prepared By (Payroll Clerk Signature / Date)

Approved By (Union Steward / authorized Signatory / Date)