

# EMPLOYEE WAGE AND SALARY TRACKING LEDGER

**Company Name:**

**Pay Period:**

**Department / Unit:**

**Payment Date:**

EMP ID	EMPLOYEE NAME	REGULAR EARNINGS			OVERTIME EARNINGS			GROSS PAY	TOTAL DEDUCTIONS	NET PAY	ACKNOWLEDGMENT / SIGNATURE
		HOURS	RATE	AMOUNT	HOURS	RATE	AMOUNT				
<b>TOTALS:</b>											

**Prepared By (Payroll Officer)**

**Approved By (Authorized Signatory)**