

TERMINATION COMMISSION & BONUS SETTLEMENT

Final Payroll Statement

EMPLOYEE DETAILS

| | | | |
|--------------------|--|--------------------|--|
| Employee Name | | Employee ID | |
| Department | | Job Title | |
| Termination Date | | Last Working Day | |
| Termination Reason | | Pay Cycle / Period | |

COMMISSION CALCULATIONS

| Deal / Client Name | Deal Date | Deal Value (\$) | Commission % | Earned Commission (\$) |
|-----------------------|-----------|-----------------|--------------|------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total Commission Due: | | | | |

BONUS CALCULATIONS

| Bonus Scheme / Description | Target / KPI Achieved (%) | Prorated Ratio (%) | Earned Bonus (\$) |
|----------------------------|---------------------------|--------------------|-------------------|
| | | | |
| | | | |
| Total Bonus Due: | | | |

ADJUSTMENTS & DEDUCTIONS

| Description | Amount (\$) |
|---------------------------------|-------------|
| | |
| | |
| Total Adjustments / Deductions: | |

SETTLEMENT SUMMARY

| | |
|---------------------------------------|--|
| Total Commission Gross | |
| Total Bonus Gross | |
| Total Adjustments / Deductions | |
| Total Net Settlement Payout | |

Prepared By (Payroll Representative)

Date: _____

Authorized By (HR / Finance Manager)

Date: _____

Employee Acknowledgment & Acceptance Signature

Date: _____