

SEVERANCE & GOLDEN HANDSHAKE PAYROLL CALCULATOR

Employee & Separation Information

Employee Name

Employee ID

Job Title

Department

Hire Date

Separation Date

Years of Service

Monthly Base Salary

1. Gross Severance & Golden Handshake Components

Statutory / Standard Severance (e.g., Weeks per Year)

Golden Handshake Discretionary Premium

Notice Period Pay (In lieu of notice)

Accrued Vacation & Unused Leave Pay

Other Discretionary Compensation / Bonus

TOTAL GROSS PAYOUT

2. Deductions & Tax Withholdings

Federal Income Tax Withholding

State / Local Income Tax Withholding

FICA (Social Security & Medicare)

Other Post-Employment Deductions (e.g., Equipment Non-Return)

TOTAL DEDUCTIONS

3. Net Settlement Summary

NET PAYOUT TO EMPLOYEE

Prepared By (HR / Payroll Specialist)

Date:

Authorized Approval (VP of HR / CFO)

Date:

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