

# TRAINEE & APPRENTICE PAYROLL STATEMENT

Contractual Compensation & Training Allowance Record

## EMPLOYER & CONTRACT DETAILS

Company Name:		Pay Period Start:	
Training Institution:		Pay Period End:	
Contract Reference:		Payment Date:	

## APPRENTICE / TRAINEE INFORMATION

Full Name:		ID / Reference No:	
Contract Type:		Discipline / Trade:	
Assigned Mentor:		Year of Program:	

## HOURS & ATTENDANCE SUMMARY

Category	Contracted Hours	Hours Attended	Rate per Hour	Total
Practical/On-the-Job Training				
Theoretical/Off-the-Job Instruction				
<b>Total Hours</b>				

## EARNINGS & ALLOWANCES

Description	Amount
Basic Stipend / Wage	
Travel/Commute Allowance	
Educational Material Allowance	
Performance/Milestone Bonus	
<b>Total Gross Earnings</b>	

## DEDUCTIONS

Description	Amount
Income Tax / Statutory WH	
Social Security / National Ins.	
Training Material / Tool Lease	
Other Deductions:	
<b>Total Deductions</b>	

**Net Transferable Pay:** .....

Trainee/Apprentice Signature

Mentor/Supervisor Approval

Authorized Employer Representative

Date:

Date:

Date: