EMPLOYEE GARNISHMENT WITHHOLDING REGISTER

Payroll Division Record

EMPLOYEE & COMPANY INFORMATION

Company Name:

Employee Name:

Employee ID:

Pay Period Frequency:

Social Security No. (Last 4):

Department:

GARNISHMENT ORDER DETAILS

Garnishment Case No:

Garnishment Type:

Issuing Authority / Court:

Payee Agency Name:

Total Amount to Withhold:

Maximum Deduction Limit:

Withholding Amount Per Pay:

Administrative Fee Allowed:

WITHHOLDING & DEDUCTION LEDGER

Pay Date	Gross Pay	Statutory Deductions	Disposable Earnings	Garnishment Amount	Employer Fee	Total Deduction	Remaining Balance	Check/Ref No.

Prepared By (Payroll Specialist) Date

Approved By (Payroll Manager) Date