

PAY IN LIEU OF NOTICE

Calculation Worksheet

Employee Name:

Employee ID:

Department:

Job Title:

Termination Date:

Date of Notice:

Required Notice
(Weeks/Days):

Notice Served
(Weeks/Days):

Notice Subject to
PILON:

Annual Base Salary:

Weekly Rate:

Daily Rate:

Hourly Rate:

Description	Unit / Rate Basis	Multiplier	Total Amount
Base Pay in Lieu of Notice			
Value of Benefits / Allowances (if applicable)			
Pension Contributions (if applicable)			
Gross Pay in Lieu of Notice			
Income Tax Deduction			
National Insurance / Social Security Deduction			
Other Deductions			
NET PAY IN LIEU OF NOTICE			

Prepared By (Payroll Specialist)

Date: _____

Approved By (Authorized Signatory)

Date: _____