

RECURRING RETAINER & PAYROLL REGISTER

Pay Period Start: _____
Pay Period End: _____
Payment Date: _____

RETAINER AGREEMENT TERMS

CLIENT NAME

AGREEMENT REFERENCE #

BILLING CYCLE

CURRENCY

PAYROLL REGISTER DETAILS

CONSULTANT / PAYEE	BASE RETAINER FEE	HOURS INCLUDED	ACTUAL HOURS	OVERAGE HOURS	OVERAGE RATE	OVERAGE EARNINGS	OTHER ADJUSTMENTS	TOTAL GROSS PAY	STATUS
Total									

Authorized Approval Signature Date