

SEMI-MONTHLY SALARIED STAFF PAYROLL WORKSHEET

Company Name:

Pay Period Start:

Pay Period End:

Payroll Run Date:

Disbursement Date:

Prepared By:

EMPLOYEE DETAILS			EARNINGS		DEDUCTIONS				NET PAY
EMP ID	EMPLOYEE NAME	DEPARTMENT	SEMI-MONTHLY SALARY	GROSS EARNINGS	FEDERAL TAX	STATE TAX	FICA / OTHER	TOTAL DEDUCTIONS	NET PAY
Total:									

Prepared By (Signature & Date)

Reviewed By (Signature & Date)

Approved By (Signature & Date)