SHIFT DIFFERENTIAL PAY LEDGER

Payroll Department Record

COMPANY NAME:
PAY PERIOD START:
DEPARTMENT / UNIT:
PAY PERIOD END:
PAYROLL REFERENCE NO:
PAYMENT DATE:

EMP. ID	EMPLOYEE NAME	DATE WORKED	SHIFT TYPE (EVENING/NIGHT/WKND)	REGULAR HOURS		SHIFT DIFFERENTIAL HOURS			TOTAL PAY AMOUNT ($)
				HOURS	REG. RATE ($)	DIFF. HOURS	DIFF. RATE ($)	DIFF. PAY ($)	
			Totals:		—		—		

PREPARED BY (PAYROLL CLERK)

VERIFIED BY (HR MANAGER)

AUTHORIZED SIGNATORY