

SEMIMONTHLY TIMESHEET & PAYROLL CALCULATOR

Standard Pay Periods: 1st - 15th & 16th - End of Month

Employee Name:

Pay Period Start:

Employee ID:

Pay Period End:

Department:

Hourly Rate (\$):

| Day | Date | Regular Hours | Overtime Hours | Sick Leave | Vacation | Total Hours | Notes / Project Reference |
|--------|------|---------------|----------------|------------|----------|-------------|---------------------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | | | | | | | |
| TOTALS | | | | | | | |

Earnings

Regular Earnings:

Overtime Earnings:

Sick Pay:

Vacation Pay:

Gross Pay:

Deductions & Net Pay

Federal Tax (FIT):

State Tax (SIT):

FICA (Social Security / Medicare):

Other Deductions (Ins/Retirement):

Net Pay:

Employee Signature

Date: _____

Authorized Approver Signature

Date: _____