FINAL PAY STATEMENT

Statutory Notice Pay Included

EMPLOYER DETAILS

Company Name:

Address:

PAYE Reference:

EMPLOYEE DETAILS

Employee Name:

Employee ID:

National Insurance No:

EMPLOYMENT DATES

Start Date:

Termination Date:

Notice Period Required:

PAYMENT INFORMATION

Payment Date:

Tax Code:

Payment Method:

EARNINGS BREAKDOWN

Description	Rate/Basis	Units/Hours	Amount
Basic Salary (Final Period Worked)			
Statutory Notice Pay			
Accrued Untaken Holiday Pay			
Other Payments / Redundancy (Non-Taxable)			
Total Gross Earnings			

DEDUCTIONS BREAKDOWN

Description	Amount

Description	Amount
Income Tax (PAYE)	
National Insurance Contribution	
Pension Contribution	
Other Deductions	
Total Deductions	

NET TAKE-HOME PAY

Employer Signature & Date

Employee Signature & Date