

Payslip Sample for Full Time Staffs

2017 summer

部 課 002 Finance & Admin

社員番号 999999

HTM 太郎 殿

平成29年 7月分給与 (平成29年 7月25日支給)

0 万

0 千

0 円

※1. Health Insurance & 2. Welfare Pension
They are deducted according to your pay on the contract every month.
(They don't change even if you work for only half of the month)

※Absence Deduction (LWOP)

Withholding Tax
If you're not regarded as a
"Resident" in Japan, it's 20.42%.

HTM株式会社

給与支払明細書

Pay day : YY,MM,DD
(平成29年 7月25日支給)

支	Base Salary	OT/Position	License Fee	DP / Car	Ski Pass	Bond Refund	社保調整
				Duty Phone, Car		Accommodation	Social Insurance Adjustment
給	IBS	BusinessTrip	Language	Adjustment	その他(課税)	その他(非)	時間外手当
					Others (Taxed)	Others (Non-Tax)	Overtime, Midnight
給	回数手当	通勤手当(課税分)	給与控除額	課税支給額	非課税通勤手当	非課税Tax Retu	支給合計
	PH Payment	Travel Allowence (Taxed)	※LWOP	Taxable Amount 0	Travel Allowence (Non-Tax)	Tax Return	Gross Payment 0
控	健康保険	厚生年金	雇用保険	社会保険料合計	課税対象額	所得税	住民税
	1.Health Insurance	2.Welfare Pension	3.Employment Insurance	←Total Social Insurance(1-3)	Taxables 0	Withholding Tax	Resident Tax
除	Rent	Parking	Bond	Repayment	Cash Payment	Ski Pass	Ski Pass DP
除	Party	Avalanche	Japanese	控除合計	端数調整	端数預け金計	差引支給額
				Total Deduction 0	Adjustment		Net Payment 0

Attendance for last month

↓outstanding paid leave days

勤務状況	平日出勤	休日出勤	遅刻	早退	有休	代休	公休	他の休日	生理休暇	休職日数	欠勤	有休残日数	当年分	前年分
	Working Days					AL	RDO				LWOP			
Time Day	要出勤	所定労働	出勤	給与控除	時間外手当の内訳	回数手当の内訳				税額表				
	日数	Prescribe Working Days			AL	TIL	PH	SICK						月額表 甲欄 扶養等
Time Day	時間	Prescribe Working Hours	Working Hours	残業 Overtime	深夜 Midnight Work	休日 Work on Day off	60h超							0人

Pay Period From 1st July To 31st July
OT, TIL, AL, PH and Sick Leave Period From 1st June to 30th June
PH Payment is on "回数手当". Otsukaresama-deshita(^-^)/

- 1) Total Payment - Absence Deduction = Gross Payment
- 2) Gross Payment - Total Deduction = Net Payment (This amount is paid to you)

In the case when the payment date falls on a bank holiday, the payment will be made on the previous business day.

(注) この「給与支払明細書」は、大切に保管しておいてください。

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