

CONTRACT

Name of employee: Lovely Gie P. Lopez

Position Title: Sales and Marketing

Department: Digital Marketing

Contract type: Notice of Allowance

Contract salary: P 373

Performance Allowance : 1000

Contract Expiration Date: 2020-10-07

Contract content:

Congratulation !


you are entitled to get allowance effective on October 5, 2020.

Amounting Php1000/month (Php 4.81per hour Computation)

Detailed Rules :

1. This allowance is computed based on your working hours but it will not be taxable . This allowance will not be included in computation of 13th month
- 2 .Since Allowance is initiated by your current good performance or expected performance. It could be adjustable based on your future performance .but there will be prior notice before adjustment
3. If employee will have late or absent, 8 hours of allowance will be deducted

Contract condition:


Signature of Employee


Signature of Supervisor

Date 16/07/2020

Date