

# CARROLL

## PAYROLL STATUS CHANGE NOTICE

Employee Name: test

Location: ☐ Corporate ☒ Property TEST PROPERTY

Employee Email: shashank.trivedi@carrollorg.com

### Select Type Of Change (check all that apply) :

☒ Property Change ☒ Pay Change ☒ Labor Allocation ☒ Leave of absence

#### Property Change

Change Effective Date : 08/24/2020

Property Transfer:

**From :**

Property # : 333 Name: TEST PROPERTY Manager: IAMPROPERTYMANAGER TEST

**To :**

Property # : 777 Name: Lansbrook Village Manager: GINA SCHIPANI

#### Pay Change

From		To	
Title:	<u>Service Coordinator</u>	Title:	<u>Service Coordinator</u>
Position:	<u>NonExempt</u>	Position:	<u>Exempt</u>
Status :	<u>PART</u>	Status :	<u>FULL</u>
Wage / Salary:	<u>Hourly</u>	Wage / Salary:	<u>Annual</u>
Rate	<u>1</u> per hour	Rate	<u>1</u> Annually

Beginning Pay Period Effective: 08/27/2020 - 09/09/2020 (*pay changes can only take place at the beginning of a pay period*)

#### Labor Allocation (Total MUST equal 100%)

Property	Percentage
<u>property 1</u>	<u>98</u>
<u>property 2</u>	<u>1</u>
<u>property 3</u>	<u>1</u>

#### Leave of absence

FMLA Eligible? ☒ Yes ☐ No Enrolled in Benefits? ☐ Yes ☒ No

Purpose: Other Other Reason: other reason

Begin: 08/31/2020 Expected End: 08/24/2020 PTO balance: 0

#### Notes:

Employee Signature: employee signature Date: 08/24/2020

Manager Signature: supervisor signature Date: 08/24/2020



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## Activity - PSC1064

Description	Date	Created By
Activity Export has been requested	08/24/2020 16:13:08	Pavan Nanduri
HR Email sent	08/24/2020 16:12:28	System
Employee Signature has been completed	08/24/2020 16:12:28	test
Employee Email Resent	08/24/2020 16:11:07	Pavan Nanduri
Employee Email sent	08/24/2020 16:10:11	System
PM Signature has been Completed	08/24/2020 16:10:11	Pavan Nanduri
Payroll Status Change has been submitted	08/24/2020 16:10:11	Pavan Nanduri

## Signature Meta Data

Type	Ip Address	Browser	Date Time
Employee Signature	73.43.45.208	Name = Chrome,Type = Chrome84,Version = 84.0,Major Version = 84,Minor Version = 0,Platform = WinNT,Is Beta = False,Is Crawler = False,Is AOL = False,Is Win16 = False,Is Win32 = True,Supports Frames = True,Supports Tables = True,Supports Cookies = True,Supports VBScript = False,Supports JavaScript = ,3.0,Supports Java Applets = True,Supports ActiveX Controls = False,Supports JavaScript Version = 1.7	08/24/2020 16:12:28
PM Signature	73.43.45.208	Name = Chrome,Type = Chrome84,Version = 84.0,Major Version = 84,Minor Version = 0,Platform = WinNT,Is Beta = False,Is Crawler = False,Is AOL = False,Is Win16 = False,Is Win32 = True,Supports Frames = True,Supports Tables = True,Supports Cookies = True,Supports VBScript = False,Supports JavaScript = ,3.0,Supports Java Applets = True,Supports ActiveX Controls = False,Supports JavaScript Version = 1.7	08/24/2020 16:10:11