|  |  |  |  |
| --- | --- | --- | --- |
| **Employee Name:** | **«employee-name»** | Office: | «office» |
| Employee No.: | «employee-no» | Position: | «position» |
|  |  |  |  |
| Period: | «period» | Payroll Type: | «payroll-type» |
| Monthly Rate: | «monthly-rate» |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Basic Pay: | «basic-pay» | Contributions: | | Cash Advances: | «ca» |
| Less: Absences/Tard.: | «absences» | |  |  | | --- | --- | |  |  | | | Overdraft: | «od» |
| OT: | «ot» | Withholding Tax: | «wtax» |
| Other Earnings: | «oe» | Other Deductions: |  |
| Allowances: |  | |  |  | | --- | --- | |  |  |   GSIS:   |  |  | | --- | --- | |  |  |   HDMF:   |  |  | | --- | --- | |  |  |   Other Loans:   |  |  | | --- | --- | |  |  | | |
| |  |  | | --- | --- | |  |  | | |
| Salary Adjustment: | «sa» |
| «sa-remarks» |  |
| Total Earings: | «total-income» | Total Contributions | «total-contributions» | Total Deductions | «total-deductions» |
|  |  |  |  | **Net Pay:** | **«net-pay»** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| I hereby acknowledge receipt of the net pay amount: **₱ «net-pay»**   |  |  | | --- | --- | |  |  | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Signature | Date | |