**Paycheck Template**

Employee’s name: .............................................................................................................................

Employer’s ABN/ACN\*: ......................................................................................................................

Ordinary hourly rate: $......................... and/or annual rate (salary): $................................................

**Date of payment: ......../......./............ Pay period: ….../….../....... to …..../….../.......**

**Bank Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Branch Code:** 000000

|  |  |  |  |
| --- | --- | --- | --- |
| Wages – worked at ordinary hourly rate  | ..…… hrs  | @ (rate) ………… | $............ . ... |
| Wages – worked at penalty rate 1 (i.e. Saturday rate)  | ..…… hrs  | @ (rate) ………… | $............ . ... |
| Wages – worked at penalty rate 2 (i.e. Sunday rate)  |  ..…… hrs  | @ (rate) ………… | $............ . ... |
| Wages – worked at penalty rate 3 (i.e. public holiday rate)  | ..…… hrs  | @ (rate) ………… | $............ . ... |
| Overtime  | ..…… hrs  | @ (rate) ………… | $............ . ... |
| ..…… hrs | @ (rate) ………… | $............ . ... |
| ..…… hrs | @ (rate) ………… | $............ . ... |
| Shift loading  | ..…… hrs | @ (rate) ………… | $............ . ... |
| Other loading  | Type: | ..…… hrs | @ (rate) ………… | $............ . ... |
| Monetary allowance  | Type:  | $............ . ... |
| Incentive based payment  | Type:  | $............ . ... |
| Bonus  | Type:  | $............ . ... |
| Other payments | Type: | $............ . ... |
| Termination entitlements | Details (including notice, redundancy, accrued leave, etc)\*  | $............ . ... |
| **Gross Wage**  | **$............ . ...** |
|  |
| **Deductions** |
| **Taxation**  | $............ . ... |
| Superannuation (Fund Name)  | Account Number\*  | $........... . ... |
| Other deduction – purpose\* | Account/Fund name (or name and number)  | $........... . ... |
| Other deduction - purpose\* | Account/Fund name (or name and number) | $............ . ... |
| **Total deductions**  | **$............ . ...** |
| **Net wages**  | **$............ . ...** |