**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** | | | | | **$............ . ...** |