

PAYROLL SUMMARY REPORT

TEMPLATE

Concise template for comprehensive payroll summaries, ideal for business use.

Payroll Summary Report							
Employee Name	Michael Clark		Regular Rate (Hr)	\$ 8.00			
Summary Date	December 2020		Overtime Rate (Hr)	\$ 12.00			
MONTHS	REGULAR			OVERTIME			TOTAL WAGE
	Hours	Minutes	Wage	Hours	Minutes	Wage	
01/01/2020	160	0	\$ 1,280.00	10	0	\$ 120.00	\$ 1,400.00
February 1	160	0	\$ 1,280.00	10	0	\$ 120.00	\$ 1,400.00
03/01/2020	160	0	\$ 1,280.00	10	0	\$ 120.00	\$ 1,400.00
April 1	100	0	\$ 800.00	0	0	\$ -	\$ 800.00
May 1	100	0	\$ 800.00	0	0	\$ -	\$ 800.00
June 1	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
07/01/2020	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
August 4	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
September 1	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
October 1	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
November 1	80	0	\$ 640.00	0	0	\$ -	\$ 640.00
December 1	80	0	\$ 640.00	0	0	\$ -	\$ 640.00

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