

PAYROLL CHANGE REPORT

Today's Date: <u>2/3/2015</u>	Effective Date: <u>2/9/2015</u>
Hire Date: <u>10/20/2014</u>	Hours Worked: <u>480.00</u>
Employee's Name: <u>Albert Hans-Kay</u>	
Department: <u>Sanitation</u>	

CHANGE (\$)	FROM	TO
Rate	\$10.00	10.25
Shift Differential	—	—
Total	\$10.00	\$10.25

REASON (S) FOR THE CHANGE (S)						
Seniority Increase (Circle One)	<input checked="" type="radio"/> 90 Day	<input type="radio"/> 6 Month	<input type="radio"/> 1 Year	<input type="radio"/> 1 1/2 Year	<input type="radio"/> 2 Year	<input type="radio"/> Annual
Merit Increase						
Other						

ADDITIONAL COMMENTS

Authorized by: <u><i>Tim Salt</i></u>	Date: <u>2-5-15</u>
(Department Manager)	
Guideline verified: <u><i>Nichol Wojcik</i></u>	Date: <u>2-5-15</u>
(Human Resources)	
<u><i>[Signature]</i></u>	Date: <u>2/6/15</u>
(GM Authorization)	