PAYROLL CHANGE REPORT

Today's Date: 5/15/2015 **Effective Date:** 5/25/2015

Hire Date: 3/13/2015 **Hours Worked:** 3 MONTHS/480 HOURS

Employee's Name: Michael Bell

Department: Sanitation

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

	REASON (S) FOR THE CHANGE (S)						
X	Seniority Increase (Circle One)	480 HRS	6 Month	1 Year	1 1/2 Year	2 Year	Annual
	Merit Increase						
	Other						

ADDITIONAL COMMENTS

Michael has zero absences.

Authorized by: [signature] **Date:** 5/15/15
(Department Manager)

Guideline verified: [signature] **Date:** 5-15-15
(Human Resources)

[signature] **Date:** 5/26/15
(GM Authorization)

ADP
CM6
BR 13:84