

PAYROLL CHANGE REPORT

Today's Date: <u>8/31/2017</u>	Effective Date: <u>8/27/2017</u>
Hire Date: <u>8/14/2017</u>	Hours Worked: <u>NA</u>
Employee's Name: <u>Candice Larson</u>	
Department: <u>Special Project</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$10.00	\$11.00
	Shift Differential	\$0.00	
	Total	\$10.00	\$11.00

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	3 Month	6 Month	1 Year	18 Month	2 Year	Annual	
Merit Increase (level 2)							
Other-Job Transfer/Promotion Increase-							

ADDITIONAL COMMENTS

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u>Nichol Wyzik</u> (Human Resources)	Date: <u>8-31-17</u>
<u>[Signature]</u> (GM Authorization)	Date: <u>8/31/17</u>

New
8-31-17