

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>Charles Toy</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"/>	6 Month	1 Year	1 1/2 Year	2 Year	Annual
Merit Increase						
Other						

ADDITIONAL COMMENTS

Authorized by: <u><i>Tim Holt</i></u> (Department Manager)	Date: <u>2-6-15</u>
Guideline verified: <u><i>Nicholas Wojcik</i></u> (Human Resources)	Date: <u>2-6-15</u>
<u><i>PLB</i></u> (GM Authorization)	Date: <u>2/9/15</u>