

# PAYROLL CHANGE REPORT

Today's Date: <u>2/1/2026</u>	Effective Date: <u>2/22/2026</u>
Hire Date: <u>8/21/2025</u>	Hours Worked: <u>6 Months</u>
Employee's Name: <u>Jason Freeman</u>	
Department: <u>Shipping and Receiving</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$17.75	\$18.25
	Shift Differential	\$0.00	\$0.00
	<b>Total</b>	<b>\$17.75</b>	<b>\$18.25</b>

REASON (S) FOR THE CHANGE (S)							
	Seniority Increase (Circle One)	60 Day	6 Month	1 Year	18 Month	2 Year	Annual
	Merit Increase						
	Other-Job Transfer/Promotion Increase						

ADDITIONAL COMMENTS

Authorized by: <u><i>Paul Phin</i></u> (Department Manager)	Date: <u>2-2-26</u>
Guideline verified: <u><i>Jane Hanson</i></u> (Human Resources)	Date: <u>2-2-26</u>
<u><i>Robert Dumb</i></u> (Plant Manager)	Date: <u>2-5-26</u>

CHG  
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