

**Payroll/Status
Change Notice**

Employment Agency
CMG

Effective Date 9/19/11

Employee: Baygon Joseph
Last First Middle

Department _____

Change(s)

	From	To (or New Hire)
<input checked="" type="checkbox"/> Salary/ Wage	\$ <u>12.00</u> Per <u>hr</u>	\$ <u>12.50</u> Per <u>hr</u>
<input type="checkbox"/> Other	\$ _____ Per _____	\$ _____ Per _____

Reason For Change(s)

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> Demotion | <input checked="" type="checkbox"/> Merit Increase | <input type="checkbox"/> Rehired |
| <input type="checkbox"/> Dept. Transfer | <input type="checkbox"/> Probation Complete | <input type="checkbox"/> Resignation |
| <input type="checkbox"/> New Hire | <input type="checkbox"/> Promotion | <input type="checkbox"/> Retirement |
| <input type="checkbox"/> Layoff | <input type="checkbox"/> Reevaluation | <input type="checkbox"/> Transfer |
| <input type="checkbox"/> Other | | |

Leave of Absence

- | | | |
|--------------------------------------|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Educational | <input type="checkbox"/> Medical | <input type="checkbox"/> Personal |
| <input type="checkbox"/> Military | <input type="checkbox"/> Family Leave | |
| <input type="checkbox"/> Other | | |

Comments: _____

Office Use Only: started 9/17/09

Last 3 Pay Increase (Date, From/To Amount, & Reason):
Date: 2/24/11 From: \$ 11 To: \$ 12 Reason: _____
Date: _____ From: \$ _____ To: \$ _____ Reason: _____
Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Change Authorized By: Michael Schmitt Date: 9/19/11
Change Approved By RF: Joe Campbell Date: 9/19/11
Change Approved By Agency: _____ Date: _____

[Signature] [Signature] 9/19/11