

**Payroll/Status
Change Notice**

Employment Agency

ESSG

Effective Date 10 / 10 / 11

Employee Meas Bophary
Last First Middle

Department _____

Change(s)

	From	To (or New Hire)
<input checked="" type="checkbox"/> Salary/ Wage	\$ <u>8.50</u> Per <u>hr</u>	\$ <u>9</u> Per <u>hr</u>
<input type="checkbox"/> Other	\$ _____ Per _____	\$ _____ Per _____

Reason For Change(s)

- Demotion
- Merit Increase
- Rehire
- Dept. Transfer
- Probation Complete
- Resignation
- New Hire
- Promotion
- Retirement
- Layoff
- Reevaluation
- Transfer
- Other

Leave of Absence

- Educational
- Medical
- Personal
- Military
- Family Leave
- Other

Comments: _____

Office Use Only:

Last 3 Pay Increase (Date and From/To Amount):

Date: 4/7/11 From: \$ 8.00 To: \$ 8.50 Reason: came back on leave 90 REVIEW

Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Change Authorized By: [Signature] Date: 10 / 10 / 11

Change Approved By RF: [Signature] Date: 10 / 13 / 11

Change Approved By Agency: _____ Date: _____

[Signature]