

PAYROLL CHANGE REPORT

Today's Date:	<u>6/29/2026</u>	Effective Date:	<u>6/29/2026</u>
Hire Date:	<u>4/23/2026</u>	Hours Worked:	<u></u>
Employee's Name:	<u>Mitchel Finlayson</u>		
Department:	<u>Shipping and Receiving</u>		

CHANGE (\$)		FROM	TO
X	Rate	\$15.55	\$17.25
	Shift Differential	\$0.75	\$0.75
	Total	\$16.30	\$18.00

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	
Promoted to Shipping and Receiving	

Authorized by:	_____	Date:	_____
	(Department Manager)		
Guideline verified:	_____	Date:	_____
	(Human Resources)		
	_____	Date:	_____
	(Plant Manager)		

CMG Time = \$24.84

PL