

PAYROLL CHANGE REPORT

Today's Date: <u>12/22/2015</u>	Effective Date: <u>12/21/2015</u>
Hire Date: <u>9/21/2015</u>	Hours Worked: <u>3 Months</u>
Employee's Name: <u>Lee Peltz</u>	
Department: <u>Sanitation</u>	

	CHANGE (\$)	FROM	TO
X	Rate	\$10.50	10.75
	Shift Differential	\$1.50	1.50
	Total	\$12.00	\$ 12.25

REASON (S) FOR THE CHANGE (S)							
X	Seniority Increase (Circle One)	480 HRS	6 Month	1 Year	1 1/2 Year	2 Year	Annual
	Merit Increase						
	Other						

ADDITIONAL COMMENTS
Lee has one absence.

Authorized by: <u><i>Tim Holt</i></u> (Department Manager)	Date: <u>12/28/15</u>
Guideline verified: <u><i>Michael Wojcik</i></u> (Human Resources)	Date: <u>12-21-15</u> <small>22 NEW</small>
<u><i>Michael Wojcik</i></u> (GM Authorization)	Date: <u>12-22-15</u>