

Monthly Wage Distribution Pay Sheet

Company Name: Acme Manufacturing Co.

Month: June 2024

Department: Production

Prepared By: Payroll Officer

Employee ID	Name	Designation	Basic Wage	Allowances	Deductions	Net Paid	Signature
E001	John Smith	Operator	2000	200	150	2050	
E002	Mary Lee	Assembler	1950	180	140	1990	
E003	Ali Noor	Technician	2100	220	170	2150	
Total			6050	600	460	6190	

Authorized Signature

Important Notes:

- This document serves as an official record of wage distribution for the specified month.
- All figures must be verified and signed by both employee and authorized personnel.
- Any discrepancies should be reported to HR/payroll within 5 working days.
- This document should be securely stored for future accounting and audit purposes.