

Itemized Payroll Settlement Statement

Employee Details

Employee Name:	John Doe	Employee ID:	EMP12345
Position:	Software Engineer	Department:	IT
Settlement Period:	01 June 2024 – 30 June 2024	Date Issued:	05 July 2024

Earnings

Description	Amount (USD)
Basic Salary	3,500.00
Overtime Pay	200.00
Allowance (Meal/Transport)	150.00
Bonus	300.00
Total Earnings	4,150.00

Deductions

Description	Amount (USD)
Tax Withholding	420.00
Social Security	150.00
Health Insurance	80.00
Other Deductions	50.00
Total Deductions	700.00

Total Earnings 4,150.00
Total Deductions 700.00
Net Payable Amount 3,450.00

Payee Signature

(Signature over Printed Name Date)

Important Notes

- This statement provides a detailed breakdown of earnings and deductions for the specified period.
- Employees are advised to review all items and raise any discrepancies promptly with payroll or HR.
- Retain this document for your personal and tax records.
- All statutory deductions are made in compliance with applicable laws and regulations.
- The net payable amount reflects the final amount after all deductions.

