

# Payroll Register

## Employee Details - Pay Period: 2024-05-01 to 2024-05-15

Employee ID	Employee Name	Position	Department	Pay Rate	Hours Worked	Overtime Hours	Gross Pay	Taxes	Other Deductions	Net Pay
1001	Jane Doe	HR Manager	Human Resources	\$30.00/hr	80	5	\$2,525.00	\$350.00	\$50.00	\$2,125.00
1002	Mark Smith	Developer	IT	\$28.00/hr	80	8	\$2,464.00	\$340.00	\$45.00	\$2,079.00
1003	Lisa Kim	Accountant	Finance	\$25.00/hr	80	0	\$2,000.00	\$290.00	\$41.00	\$1,669.00
1004	John Lee	Sales Lead	Sales	\$22.00/hr	75	3	\$1,731.00	\$250.00	\$36.00	\$1,445.00

### Important Notes

- Payroll register provides a summary of employee earnings, deductions, and net pay for a pay period.
- Employee information and payroll data within this document are confidential and should be handled securely.
- Ensure all overtime and deduction calculations comply with applicable labor laws and company policies.
- This document should be retained in accordance with local record-keeping requirements.
- Always review for accuracy before distribution or filing.