

Simple Payroll Register Printable Sheet

Employee Name	Employee ID	Position	Period Start	Period End	Days Worked	Rate/Day	Gross Pay	Deductions	Net Pay	Signature
Jane Doe	EMP001	Clerk	2024-06-01	2024-06-15	10	60	600	50	550	
John Smith	EMP002	Driver	2024-06-01	2024-06-15	12	75	900	70	830	
Maria Lee	EMP003	Staff	2024-06-01	2024-06-15	11	68	748	64	684	
TOTAL							2,248	184	2,064	

Important Notes:

- This payroll register must be completed accurately for each pay period.
- Obtain employees' signatures to acknowledge salary received.
- Keep copies for both payroll administrator and company records.
- Ensure all deductions are compliant with statutory regulations.
- Review all amounts carefully before finalizing payroll payments.