

Itemized Pay Sheet — Contractor

Contractor Name:

John Doe Freelance Services

Pay Sheet No.:

IPS-2024-07-0023

Contractor ID:

CON-08934

Date Issued:

2024-07-05

Client Name:

Acme Construction Ltd.

Pay Period:

2024-06-01 to 2024-06-30

Description	Unit	Quantity	Unit Rate	Amount
Masonry Work – Foundation	Hour	45	\$35.00	\$1,575.00
Concrete Pouring	Cu. Meter	20	\$60.00	\$1,200.00
Plumbing Installation	Hour	16	\$42.00	\$672.00
Electrical Wiring	Hour	12	\$47.00	\$564.00
Materials Reimbursement	-	-	-	\$310.00

Subtotal	\$4,321.00
Less: Tax Deduction (5%)	-\$216.05
Less: Advance Received	-\$500.00
Net Payable Amount	\$3,604.95

**Prepared by:** Sarah Miller, Payroll Officer  
**Approved by:** Mark Lane, Project Manager

- This document serves as an official record of itemized payments for contracted services.
- Please verify all listed items and report discrepancies within 3 business days.
- All taxes and statutory deductions, if any, are applied as per prevailing regulations.
- Keep this document for personal records and future reference.