

Payroll Bank Transfer Disbursement Report

Company Name	ABC Solutions Ltd.	Report Date	2024-06-25
Bank Account Name	ABC Solutions Payroll	Pay Period	Jun 1 – 15, 2024
Bank Account No.	123-456-7890	Prepared By	Jane Smith (HR)

Disbursement Details

#	Employee Name	Bank Name	Account No.	Net Salary (USD)	Remarks
1	John Doe	Bank of Example	9876543210	2,300.00	Salary June 1 – 15
2	Maria Lopez	Sample National Bank	1029384756	2,150.00	Salary June 1 – 15
3	David Kim	Progress Trust	5647382910	2,700.00	Salary June 1 – 15
Total				7,150.00	

- This report confirms the disbursement of employee salaries via bank transfer for the specified pay period.
- Ensure all bank account numbers and amounts are correct before execution of fund transfers.
- Any discrepancies or failed transfers must be reported immediately to the payroll department.
- This document should be retained for audit and accounting reference.
- Sensitive payroll information – handle and store securely.