

**Payroll Sample Client
Data Entry Worksheet - Short Form**

1 **Eddington, Terry J** **111-11-1112**
Rate: 55,000.00

Pay
Bonus Salary Sick Vacation

Deductions
401(k) Medical Insurance

2 **Harmon, Sarah W** **222-22-2223**
Rate: 10.50

Pay
Bonus Wages Sick Vacation

Deductions
401(k) FSA

3 **Cooper, Dennis B** **333-33-3334**
Rate: 9.25

Pay
Bonus Wages Sick Vacation

Deductions

4 **Fink, Chester A** **444-44-4445**
Rate: 9.25

Pay
Bonus Wages

Deductions

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5 **Spencer, Rodney H** **555-55-5556**
Rate: 9.50

Pay
Bonus Wages Sick Vacation

Deductions
401(k)

6 **Sanders, Ellen E** **667-67-6667**
Rate: 9.50

Pay
Bonus Wages Sick Vacation

Deductions
401(k)

7 **Anderson, Abigail A** **777-77-7778**
Rate: 45,000.00

Pay
Bonus Salary Sick Vacation

Deductions
401(k) Medical Insurance

8 **Beards, Jonathon T** **888-88-8889**
Rate: 9.75

Pay
Bonus Wages Sick Vacation

Deductions
Medical Insurance

**Payroll Sample Client
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9 **Finnegan, Samuel E**

990-90-9990
Rate: 20.00
Rate: 9.25

Pay							
Bonus	Commission	Wages			Sick	Vacation	
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Deductions							
401(k)	Medical Insurance						
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Name:						SSN:	
						Rate(s):	
Pay							
Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Deductions							
Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Name:						SSN:	
						Rate(s):	
Pay							
Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Deductions							
Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:	Desc:
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____