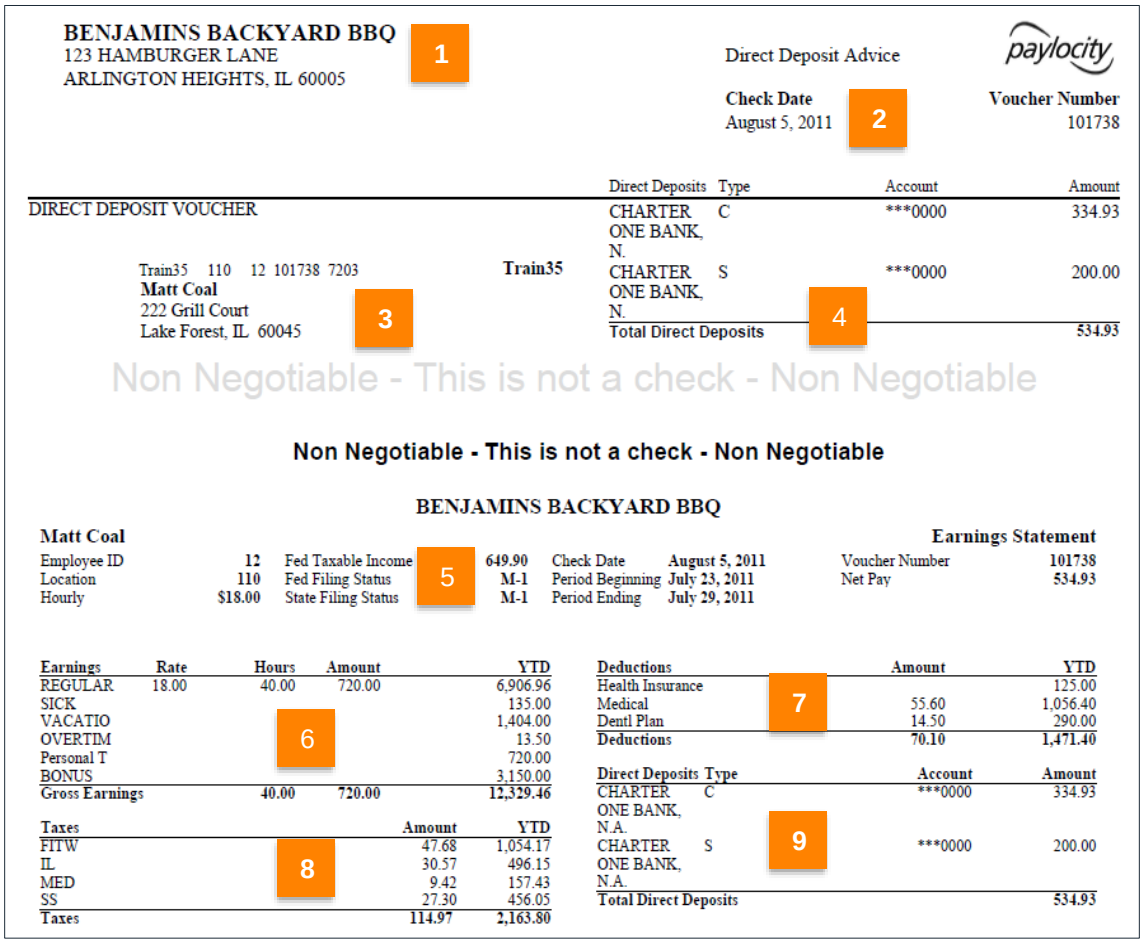
Understanding Your Paycheck

The numbers below all indicate one part of your paycheck. On the next page, find the number that corresponds to the part you want to learn more about.



BENJAMINS BACKYARD BBQ 1
123 HAMBURGER LANE
ARLINGTON HEIGHTS, IL 60005

Direct Deposit Advice

Check Date 2
August 5, 2011

Voucher Number
101738

DIRECT DEPOSIT VOUCHER

Direct Deposits	Type	Account	Amount
CHARTER ONE BANK, N.	C	***0000	334.93
CHARTER ONE BANK, N.	S	***0000	200.00
Total Direct Deposits			534.93

Train35 110 12 101738 7203

Train35

Matt Coal
222 Grill Court
Lake Forest, IL 60045 3

4

Non Negotiable - This is not a check - Non Negotiable

Non Negotiable - This is not a check - Non Negotiable

BENJAMINS BACKYARD BBQ

Matt Coal — **Earnings Statement**

Employee ID	12	Fed Taxable Income	649.90	Check Date	August 5, 2011	Voucher Number	101738
Location	110	Fed Filing Status 5	M-1	Period Beginning	July 23, 2011	Net Pay	534.93
Hourly	$18.00	State Filing Status	M-1	Period Ending	July 29, 2011		

Earnings	Rate	Hours	Amount	YTD
REGULAR	18.00	40.00	720.00	6,906.96
SICK				135.00
VACATIO				1,404.00
OVERTIM		6		13.50
Personal T				720.00
BONUS				3,150.00
Gross Earnings		40.00	720.00	12,329.46

Deductions	Amount	YTD
Health Insurance		125.00
Medical	55.60	1,056.40
Dentl Plan 7	14.50	290.00
Deductions	70.10	1,471.40

Taxes	Amount	YTD
FITW	47.68	1,054.17
IL 8	30.57	496.15
MED	9.42	157.43
SS	27.30	456.05
Taxes	114.97	2,163.80

Direct Deposits	Type	Account	Amount
CHARTER ONE BANK, N.A.	C	***0000	334.93
CHARTER ONE BANK, N.A. 9	S	***0000	200.00
Total Direct Deposits			534.93

Checks may vary slightly from company to company. In order to maintain confidentiality, employees must contact their Company Administrator with questions. Paylocity is not authorized to speak directly with employees.

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PAYCHECK INFORMATION

1.	Employee Information	Employer name and address information
2.	Check Date	The date your check can be cashed or when you should expect direct deposit
3.	Demographic Information	Employee name and address information
4.	Net Pay	Also known as take-home pay, income after necessary taxes and deductions have been withheld; may include direct deposit bank account information

EARNINGS STATEMENT INFORMATION

5.	Allowances and Exemptions	Personal exemptions reduce the employee's taxable income on Form 1040. When entered into the payroll system, they reduce the same amount of wages from income tax withholding and approximate the employee's tax liability and the end of the year
6.	Earnings	Gross pay before taxes and deductions; contains hour, wage, and salary information for current pay period
7.	Deductions	Amount that is or may be subtracted from an employee's paycheck; can be taken pre-tax or post-tax depending on the type of deduction. Also includes voluntary and involuntary deductions (e.g. child support)
8.	Taxes	Withholding amounts for each applicable tax authority. Federal taxes are paid to the IRS; FICA funds both Medicare and Social Security; state and local taxes paid to the city/state where you live, if applicable
9.	Direct Deposit and Account Type	Bank account information and amounts deposited, if applicable

QUICK TIPS ON CALCULATING THE NET PAY

Using the paycheck in this document as an example, follow these steps:

Step 1	Calculate total earnings	$720.00
Step 2	Calculate social security	-$27.30
Step 3	Calculate Medicare	-$9.42
Step 4	Calculate federal withholding	-$47.68
Step 5	Calculate applicable state, local, disability, and unemployment insurance withholdings	-$30.57
Step 6	Calculate adjustments (pre-tax and post-tax amounts)	-$70.10
Step 7	From total earnings, subtract all employee withholding taxes, then add or subtract all adjustments based on how they impact net pay. End result is net (take-home) pay.	$534.93

VIEWING YOUR CHECK ONLINE

Do you have a login to view your check online? If so, remember you can access your current and historical check information at any time by logging into Web Pay. Based on your company's configuration, you may land directly in the Self Service Portal. From there, click your most recent paycheck date link under Compensation.

If you do not have access to the Self Service Portal, click Employees from the top navigation menu and select Current Checks to access the same information.

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