ZIONS

WEEKLY TIME, PAY

SYSTEMS

AND WAGES BOOK

SHEET No. .....

EMPLOYER'S NAME & ABN .....

ADDRESS .....

EMPLOYEE'S NAME ..... (IF UNDER 21) ADDRESS .....

TERMS OF EMPLOYMENT ☐ PERMANENT ☐ PART TIME ☐ TEMPORARY

EMPLOYMENT COMMENCEMENT DATE ...../...../.....

EMPLOYMENT TERMINATION DATE ...../...../.....

The Regular Daily Breaks for meals, etc. for the employee (except where specially otherwise mentioned against any employee's name) are:-

From .....

To .....

RATE OF WAGES

DATE	AMOUNT	PER

WEEK ENDING	1st DAY				2nd DAY				3rd DAY				4th DAY				5th DAY				6th DAY				7th DAY			
	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME	STARTED	STOPPED	HOURS WORKED ORD.	HOURS WORKED OVER-TIME

ORDINARY TOTAL HOURS	ORDINARY TOTAL RATE	ORDINARY TOTAL AMOUNT	OVERTIME TOTAL HOURS	OVERTIME TOTAL RATE	OVERTIME TOTAL AMOUNT	ALLOWANCES		GROSS WAGES	DEDUCTIONS TAX					TOTAL	NET WAGES PAID	EMPLOYER SUPER. CONTRIB.	EMPLOYEE'S SIGNATURE (For Hours Worked & Receipt of Pay)

TOTALS

SAMPLE

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