

Payroll Form Sample for Hourly Employees

This **payroll form sample** for hourly employees is designed to accurately capture work hours and calculate wages efficiently. It includes sections for employee details, hours worked, overtime, and deductions to ensure precise payroll processing. Utilizing this form helps streamline payroll management and maintain compliance with labor regulations.

Employee Details

Employee Name		Employee ID	
Department		Position	
Pay Period Start		Pay Period End	

Hours Worked & Overtime

Date	Regular Hours	Overtime Hours	Total Hours
Total			

Payroll Calculation

Hourly Rate		Overtime Rate	
Gross Pay		Deductions	
Net Pay			

Signatures

Employee Signature		Date	
Supervisor Signature		Date	

Note: Complete all relevant fields. Attach any supporting timesheets or documentation as required by payroll regulations.