

Notice of Salary Increase

Effective Date of Salary Change: _____

This printable notice of salary increase form provides notification and acknowledgment of a salary adjustment. Please fill out all relevant fields, and ensure approval signatures are provided.

Employee Name	_____	Employee ID	_____
Department	_____	Position	_____
Previous Salary	\$ _____ per <input type="button" value="Hour"/> <input type="button" value="Year"/>	New Salary	\$ _____ per <input type="button" value="Hour"/> <input type="button" value="Year"/>

Reason for Salary Increase:

Remarks/Additional Comments:

Employee Signature

Date: _____

Approving Supervisor/Manager Signature

Date: _____

HR Department Signature

Date: _____