Sample Payslip Information

Addressing Information:-
Either your home address or work location

Contractual Information:-
This area includes your PAYE Tax District, Tax Year, Personal Tax Code, Pay Date, Pay Period, and your National Insurance Number

Each job that you hold is presented here too

- Pay Number and Position
- Weekly Working Hours
- Pension Percentage (If Applicable)
- Grade and Spine Point
- Annual Salary and Hourly Rate Of Pay

Each role you hold has a number and this is used to identify parts of the gross pay on your payslip.

Gross Pay Information:-
Your total gross pay can be made up of many elements and they are all displayed in this area.

- The No next to each element is the job number it relates to.
- Units represent the number of hours such as additional hours or overtime.
- The value is the total amount of gross pay for each element
- If there is an '**(R)**' after the payment name, this represents a payment that has been input for a previous pay period

Addressing	Logo

Name: Joe Bloggs		**Payslip Enquiries Tel:** TBC	
Pay Date: 26.02.2015	**Tax Year:** 2014/15	**NI Number:** AB123456A	
Pay Period: 11	**Tax Code:** 1000L Wk1/M1	**Tax Ref/District**	072/B3

No	Pers No	Position	Hrs	Pens %	NI Table	Grade	Point	Ann Sal	Hrly Rte
1	10005678	School Administrator	22.00	6.5	D	SO1	30	15633.68	13.6284
2	10015678	Lunchtime Supervisor	5.00	Nil	A	Band 1	6	1839.73	7.0565

No	Payments	Units	Value	Deductions	Value	Accumulation
1	Basic Pay		1,302.81	Tax Paid	110.29	1,213.19
2	Basic Pay		153.31	National Insurance	96.87	1,162.44
2	Overtime (R)	2.00	14.11	WYPF	84.68	931.48
1	Essential Car User		41.92	Metrocard	55.00	605.00
				Unison	10.25	112.75
Total Payments:			**1,512.15**	**Total Deductions**	**357.09**	

Other Accumulations			
Gross Pay	16,633.65	Pensionable Pay	16,172.53
Taxable Pay	15,241.05		

Net Pay Transferred To Bank	1,155.06

Payslip Message:-

Statutory / Voluntary Deductions:-
Statutory and Voluntary deductions are all displayed in this area.

Statutory Deductions such as

- Income Tax
- National Insurance
- Pension Contributions
- Court Orders
- Give As You Earn

Voluntary Deductions such as

- Salary Sacrifice Childcare Vouchers, Bike to Work, Car Parking.
- Union Membership
- Healthcare Scheme Membership
- Credit Union deductions

Also included are the year to date figures for the current Financial Tax Year for each deduction.

Other Accumulations:-
This area contains the totals in the current tax year for Gross Pay, Taxable Pay, and Pensionable Pay.

These figures are used when applying your tax code to your pay ensuring you pay the correct Income Tax for the Pay Period.

Net Pay Transferred To Bank
This is the total amount that will be transferred into your bank account on pay day.