

SPECIAL PAYMENTS AS REGULAR PAY

SCREEN ID: HUC01

COMPANY----00 BATCH NUMBER----> PAGE NUMBER---->

EMPLOYEE NUMBER	T C D	T R N	SPEC PAY NO	STATE LOCAL F	DEP SEC DIV/OF	(1)	(2)	DATE FROM	DATE TO	(3) HOURS	(4) RATE/AMT	(5)
						S H	D E D	2nd line	LABOR	CODE	WORKFIELD	A U
	0	7	X X									
	0	7	X X									
	0	7	X X									
	0	7	X X									
	0	7	X X									
	0	7	X X									

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|--|--|--|---|--|
| <p>(1) SH (Shift) Code:</p> <ul style="list-style-type: none"> 0 or 1 - None 2 - Second Shift (pays Regular pay even if non-auto) 3 - Third Shift (pays Regular pay even if non-auto) 4 - Second Shift (no Regular pay if non-auto) 5 - Third Shift (no Regular pay if non-auto) | <p>(2) DED (Deduction) Code:</p> <ul style="list-style-type: none"> 0 - Withhold normal deductions 7 - Withhold % deductions only 8 - Do not withhold deductions 9 - Withhold only banking deductions | <p>(3) HOURS</p> <p>Enter regular or OT hours
Enter as 2-decimal amount
ex: 40 hours = 4000</p> | <p>(4) RATE/AMOUNT</p> <p>Specify a 6-decimal rate or a 2-decimal amount
ex: \$5.50/hour = 5500000
ex: \$400 amt = 40000</p> | <p>(5) AU (RATE/AMT Indicator)</p> <ul style="list-style-type: none"> 0 - If hours are entered RATE AMT field IS A 6-decimal place rate; if no hours, RATE AMT field is a 2-decimal place amount 1 - RATE AMT field is a 2-decimal amount even if hours are entered |
|--|--|--|---|--|

SHADED AREAS ARE NOT USED FOR INPUT AT THIS TIME

SCREEN ID : HRSBB

Company Number	Batch Number	Control Totals 'A' (Regular/SP Hours)	Control Totals 'B' (Overtime Hours)
00			

Control Totals 'C' (Regular/SP Rates and Amounts)	Control Totals 'D' (Overtime Rates and Amounts)	Pay Range				
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">1</td> <td style="width: 50%;">2</td> </tr> <tr> <td></td> <td></td> </tr> </table>	1	2		
1	2					

Authorized Signature _____ Date _____

Keyed By _____ Date _____