SPECIAL PAYMENTS

SCREEN ID: HUE01

COMPANY----> 0 0 BATCH NUMBER-> PAGE NUMBER->

EMPLOYEE NUMBER	TCD	TRN	PAY NO	STATE Local	DEP SEC	(1) TAX	(2) CHK	(3) DEK	DATE FROM / 2nd Line LABOR	DATE TO / CODE	(4) HOURS / WORK FIELD	(5) RATE/AMOUNT	*	(6) 2nd Line ADJ	(7) 2nd Line AU
	0	9XX													
	0	9XX													
	0	9XX													
	0	9XX													
	0	9XX													
	0	9XX													

SHADED AREAS ARE NOT USED FOR INPUT AT THIS TIME

* WKFLD and LABOR DIST CDE appear on screen but are not used

(1) TAX DESCRIPTOR
0- Withhold taxes at the suppl. % rate
1- Withhold taxes based on from and to dates
2- Withhold no taxes but add amount to taxable fields
3- Withhold no taxes but add amount to non-taxable fields
4- Reduce regular pay by this amount before calculating
5- Withhold taxes based on employee's master file & tax table

(2) SEPARATE CHECK INDICATOR
0 - Tax in conjunction with regular payments (1 check)
1 - Separate taxing (1check)
2 - Produce separate check and no regular check (1 check)
3 - Produce separate check in addition to regular check (2 checks)

(3) DEDUCTION INDICATOR
0- Withhold normal deductions
7- Withhold only % deductions
8- Do not withhold any deductions
9- Withhold only banking (DD) deductions

(4) HOURS
Enter SP hours as 2-decimal amount
ex: 40 hours = 4000

(5) RATE/AMOUNT
Specify a 6-decimal rate or a 2-decimal amount
ex: $5.50/hour = 5500000
ex: $400 amt = 40000

(6) ADJ INDICATOR
Blank - No adjustments / overrides
Auto Spec Pay on H10AS
\+ Add to Auto Spec Pay on H10AS
\- Subtract from Auto Spec Pay on H10AS

(7) AU (RATE/AMT INDICATOR)
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

Authorized Signature _____ Date _____

Keyed By _____ Date _____

SCREEN ID : HRSBB

Company Number	Batch Number	Control Totals 'A' (Special Pay Hours)	Control Totals 'B' (Not used for SP batches)
0 0			

Control Totals 'C' (Spec Pay Rates and Amounts)	Control Totals 'D' (Not used for SP batches)	Pay Range 1	Pay Range 2

Form PR-5
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