Pay stub (salaried)

Employer (legal name): _____ Pay date: _____

Employer address: _____ Pay period start: _____

Employee: _____ Pay period end: _____

Employee ID or last 4 of SSN: _____ Check or deposit no.: _____

Pay basis: _____ PTO or sick hours available: _____

Earnings	Hours or units	Rate	This period	Year to date
Salary for this pay period				
PTO hours taken (paid in salary)				
Bonus or commission				
Gross pay				

Deductions	This period	Year to date
Pre-tax health insurance (Section 125)		
Pre-tax dental and vision (Section 125)		
401(k) deferral		
Social Security		
Medicare		
Federal income tax		
State income tax		
Other (after-tax)		
Total deductions		

Net pay: _____

Salary per period = annual salary / pay periods. PTO hours are shown for the employee's balance and do not change exempt pay.
Federal and state income tax withholding are entered by you, from the employee's Form W-4 and IRS Publication 15-T (and your state's tables). Social Security (6.2%, 2026 wage base $184,500) and Medicare (1.45%) are calculated; Additional Medicare Tax (0.9% on wages over $200,000 in a year) is not.
Lines starting 'Pre-tax' are subtracted from Social Security and Medicare wages; use them only for deductions that are exempt from FICA, such as qualifying Section 125 health premiums. 401(k) deferrals are not.
Use this template only to record wages actually paid. A pay stub showing income that was not paid is fraud.

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