ZIONS SYSTEMS

TIME AND WAGES SHEET — No. 22

FOR HOTEL AND OTHER CLASSES OF EMPLOYEES

CHECK No. .....

WEEK ENDING ...../...../20.....

EMPLOYER'S NAME AND ADDRESS .....

EMPLOYEE'S NAME AND ADDRESS ..... CLASSIFICATION .....

..... AGE (IF MINOR) .....

DAYS OF WEEK		STARTING TIME	FINISHING TIME	TIME OFF Incl. Meals Start/Finish	STARTING TIME	FINISHING TIME	TIME OFF Incl. Meals Start/Finish	STARTING TIME	FINISHING TIME	TOTAL HOURS WORKED	HOURS WORKED AT				MEALS TAKEN	EMPLOYEE'S SIGNATURE
DAY	DATE										ORD.					
1st																
2nd																
3rd																
4th																
5th																
6th																
7th																

SAMPLE

© Zions Pty Limited

In cases where the Employee's Rate of Wages varies under the Award, according to (1) the age when the Employee entered the business, or (2) the Employee's period of experience in this particular class of business, then the following particulars should be filled in:-

1. Age when Employee entered the business.

   .....

2 Period of experience in this class of business.

   .....

If an Apprentice, state-

Age .....

Apprenticeship date ...../...../.....

Ordinary Wage ..... hrs .....

Overtime ..... hrs .....

Overtime ..... hrs .....

Overtime ..... hrs .....

Other Penalties ..... hrs .....

Allowances — Uniform .....

— Other .....

.....

.....

TOTAL GROSS WAGE $

TOTAL GROSS WAGE c/f

Less Tax **$** :

Less Meals **$** :

Less **$** :

Less **$** :

NET WAGE $

SIGNATURE OF EMPLOYEE

Employer Super Contribution $:

Paid to Fund/Scheme

© ZIONS SYSTEMS — No. 22