## Harbour & Pine Trading Ltd

# Salary Slip

*Every deduction named and explained*

**Employee name: Sarah Mitchell**

**Employee ID: EMP-0142**

**Job title: Warehouse Supervisor**

**Department: Operations**

**Pay period: 1 October 2026 to 31 October 2026**

**Pay date: 31 October 2026**

**Payment method: Bank transfer**

**Bank account: Sort code 20-00-00, account 12345678**

### Earnings

| Description | Amount |
|---|---|
| Basic pay | **£2,450.00** |
| Overtime pay | **£180.00** |
| Bonus | **£100.00** |
| Allowance | **£75.00** |
| Commission | **£0.00** |

### Deductions - where the money is paid

| Deduction | Amount | Paid to | Reference |
|---|---|---|---|
| Income tax | **£361.00** | Tax authority | **1257L** |
| National Insurance | **£226.20** | Tax authority | **QQ123456C** |
| **Tax subtotal** | **£587.20** | | |
| Pension contribution | **£140.25** | **Workplace Pension Scheme** | **5%** |
| Loan recovery | **£15.00** | **Harbour & Pine Trading Ltd** | - |
| Union dues | **£10.00** | Trade union | - |

| | |
|---|---|
| **Gross pay** | **£2,805.00** |
| **Total deductions** | **£752.45** |
| **Net pay** | **£2,052.55** |

*Each deduction shows where the money is paid. Ask payroll if any line is unclear.*