Harbour & Pine Trading Ltd

Salary Slip

Pay and leave balances for the leave year

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

Leave year: 2026

Leave balances

Leave type	Entitlement	Taken	Remaining
Annual leave	**28 days**	**12 days**	**16 days**
Sick leave	**10 days**	**3 days**	**7 days**

*Leave taken in **1 October 2026 to 31 October 2026**: annual leave **12 days**, sick leave **3 days**.*

Earnings

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

Deductions

Description	Amount
Income tax	**£361.00**
National Insurance	**£226.20**
Pension contribution	**£140.25**
Other deduction	**£25.00**

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

*Leave balances are shown as at **31 October 2026**.*