Harbour & Pine Trading Ltd

# Payroll Summary

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

**Employer: Harbour & Pine Trading Ltd**

**Pay date: 31 October 2026**

**Prepared by: Alex Morgan**

**Approved by: David Chen**

| Employee | Employee ID | Job title | Gross pay | Deductions | Net pay |
|---|---|---|---|---|---|
| Sarah Mitchell | EMP-0142 | Warehouse Supervisor | £2,805.00 | £752.45 | £2,052.55 |
| James Okafor | EMP-0207 | Delivery Driver | £2,340.00 | £598.10 | £1,741.90 |
| Priya Sharma | EMP-0118 | Accounts Assistant | £1,980.00 | £462.30 | £1,517.70 |
| Tom Baker | EMP-0231 | Sales Assistant | £1,750.00 | £381.50 | £1,368.50 |
| Emily Carter | EMP-0096 | Office Manager | £2,650.00 | £704.80 | £1,945.20 |
| Totals | | | £11,525.00 | £2,899.15 | £8,625.85 |

*Keep this summary with the payroll records for* ***1 October 2026 to 31 October 2026****.*