

Payroll Status Change

Location Department

Name Effective

NEW NAME

New Address	Street	<input type="text"/>	Social Security No	<input type="text"/>
	Street	<input type="text"/>		
	City State ZIP	<input type="text"/>	Date of Birth	<input type="text"/>
	Telephone	<input type="text"/>		

Change	From	To
Job	<input type="text"/>	<input type="text"/>
Dept	<input type="text"/>	<input type="text"/>
Shift	<input type="text"/>	<input type="text"/>
Pay	<input type="text"/>	<input type="text"/>

Reason For Change	
<input type="checkbox"/> Hired	<input type="checkbox"/> Discharge
<input type="checkbox"/> Rehired	<input type="checkbox"/> Retirement
<input type="checkbox"/> Promotion	<input type="checkbox"/> Probation Period Completed
<input type="checkbox"/> Demotion	<input type="checkbox"/> Re-evalutaion of Current Job
<input type="checkbox"/> Transfer	<input type="checkbox"/> Length of Service Increase
<input type="checkbox"/> Merit Increase	<input type="checkbox"/> Other
<input type="checkbox"/> Resignation	
<input type="checkbox"/> Layoff	

Comments:

Authorized By: Signature

Employee: Date

Payroll Dept: Date