

PAYROLL QUERY FORM

Note: Please discuss your pay query with your line manager in the first instance. If the problem is not able to be resolved with your line managers assistance, please complete the form and submit it to payroll for review.

EMPLOYEE NAME: _____
PAYROLL NUMBER: _____
LINE MANAGER NAME: _____

EMPLOYEE ENQUIRY:

Employee Signature:	Date:
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PAYROLL RESPONSE:

Payroll Administrator's Signature:	Date:
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