

Hold the cursor over word highlighted in blue to see the definition.

<u>Name</u> <u>Name of Valued DCSD Employee</u>	<u>SSN</u> <u>XXX-XX-XXXX</u>	<u>Certification</u>	<u>Exp. Date</u> <u>Day-Month-Year</u>	<u>Check Date</u> <u>Day-Month-Year</u>	<u>Check No</u> <u>XXXXX</u>		
<b><u>Earnings</u></b>	<b><u>Rate</u></b>	<b><u>Hours</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>	<b><u>Deductions</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>
<u>Reg Wages</u>	.00	.00	.00	.00	<u>FIT</u>	.00	.00
<u>Accrual Salary 1</u>	.00	.00	.00	.00	<u>MEDICARE</u>	.00	.00
<u>Accrual Wages</u>	.00	.00	.00	.00	<u>(CO) SIT</u>	.00	.00
<u>Extra Duty Hours</u>	.00	.00	.00	.00	<u>Dental Licensed P</u>	.00	.00
<u>Monthly Salary</u>	.00	.00	.00	.00	<u>Health Lic Post H</u>	.00	.00
<u>Annual Salary</u>	.00	.00	.00	.00	<u>PERA</u>	.00	.00
<u>Classified Salary</u>	.00	.00	.00	.00	<u>Vision Ins Post T</u>	.00	.00
<u>Sub Daily</u>	.00	.00	.00	.00	<u>PERA 401K Percent</u>	.00	.00
<u>Sub Hourly</u>	.00	.00	.00	.00			
<u>Sick Time Master</u>	.00	.00	.00	.00			
<u>Personal Time Master</u>	.00	.00	.00	.00			
<u>Extra Duty Per Diem</u>	.00	.00	.00	.00			
<u>Salary Adjustment master</u>	.00	.00	.00	.00			
<u>Co-Curricular</u>	.00	.00	.00	.00			
<u>Class Coverage</u>	.00	.00	.00	.00			
					<b><u>Deduction Total</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>
						.00	.00
<b><u>Earnings Totals</u></b>		<b><u>Hours</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>	<b><u>BOE Contributions</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>
		.00	.00	.00	<u>Dental Licensed P</u>	.00	.00
<b><u>Annual Salary</u></b>	.00	<b><u>Taxable Gross</u></b>			<u>Health Lic Post H</u>	.00	.00
<b><u>Longevity Rate</u></b>	.00	<b><u>Monthly</u></b>	<b><u>Yearly</u></b>		<u>LTD</u>	.00	.00
		00.00	.00		<u>PERA ER</u>	.00	.00
<b><u>Direct Deposit Information</u></b>		<b><u>Amount</u></b>			<u>Safeco Term Life</u>	.00	.00
<u>Checking</u>		.00			<u>Vision Ins Post T</u>	.00	.00
<u>Savings</u>		.00			<u>MEDICARE</u>	.00	.00
					<u>PERA 401 K Percent</u>	.00	.00
					<b><u>BOE Totals</u></b>	<b><u>Current</u></b>	<b><u>YTD</u></b>
						.00	.00
<b><u>Direct Deposit Totals</u></b>		<b><u>Amount</u></b>					
		.00					
<b><u>Vacation Balance</u></b>	.00			<b><u>Current</u></b>	<b><u>YTD</u></b>		
<b><u>Sick Balance</u></b>	.00	<b><u>Gross Pay</u></b>		.00	.00		
<b><u>Personal Hours Balance</u></b>	.00	<b><u>Net Pay</u></b>		.00	.00		

REMOVE DOCUMENT ALONG THIS PERFORATION

This is a Sample Document

**SSN**  
XXX-XX-XXXX



**Douglas County School District**  
Douglas County School District  
620 Wilcox Street  
Castle Rock, CO 80104

No. XXXX

**ADVICE ONLY**

Deposited Amount to the account of  
\$\*\*\*\*\*.00 Valued DCSD Employee