



King County

How to read your Pay Advice

Your Pay Advice has all of your details for the pay period: your pay, hours, taxes, and other deductions. Check out the info below for more details on what is included in each section of your Pay Advice.

Your work and pay details:

- Pay frequency
- Pay period & pay date
- Employee ID
- Job title & hourly pay rate
- Etc.

King County 401 Fifth Avenue Seattle, WA 98104	Pay Group: BW1-Bi-Weekly Saturday-Friday Pay Period: 12/12/2020 - 12/25/2020 Advice #: 00000005587850 Issue Date: 01/07/2021	GROSS PAY \$ 2,842.68 DEDUCTIONS \$ 228.99 TAXES \$ 534.12 NET PAY \$ 2,079.57
Kaycee Lee Worker 1234 Main St SEATTLE, WA 98104	Employee ID: 000101234 Department: 12211-DPH-FLT Location: Chinook Building Job Title: Project/Program Manager 1 Pay Rate: \$35.180000 Hourly	TAX DATA: Federal WA State Tax Status: Single n/a Allowances: N/A 0 Addl. Pct.: N/A Addl. Amt.:

Employer and employee name and address

Paycheck totals:

- **Gross pay** - before taxes and deductions
- **Deductions total** - retirement, life insurance, charitable giving, etc.
- **Taxes** - total paid in federal income tax, Medicare, Social Security, etc.
- **Net Pay** - total amount paid directly to you

Tax Status & Allowances - Single, married, allowances (0, 1, etc.), additional withholdings

NOTE:
YTD = Year to Date

HOURS AND EARNINGS								TAXES		
Description	Pay Period		Rate	Current		YTD		Description	Current	YTD
	Begin Date	End Date		Hours	Earnings	Hours	Earnings			
Overtime Earnings @ 1.5	12/05/2020	12/11/2020	35.226420	0.50	26.40	0.50	26.40	Fed Income Tax	309.38	613.02
OT derived rate*			52.800000					Medicare	41.23	82.06
Shift - Evening OT \$2.50	12/05/2020	12/11/2020	3.750000	0.50	1.88	0.50	1.88	Social Security	176.31	350.87
Regular Earnings	12/12/2020	12/18/2020	35.180000	39.50	1,389.61	144.00	5,065.92	WA FLI/EE	3.79	7.54
Regular Earnings	12/12/2020	12/18/2020	35.180000	0.50	17.59			WA MLI/EE	3.41	6.79
Regular Earnings	12/19/2020	12/25/2020	35.180000	32.00	1,125.76					
Holiday Pay	12/19/2020	12/25/2020	35.180000	8.00	281.44	16.00	562.88			
Total:				81.00	2,842.68	161.00	5,657.08	Total:	534.12	1,060.28

Hours and Earnings

Description - the type of hours you worked and/or pay you're receiving for this pay period (i.e., Regular Earnings, Overtime, Holiday, Vacation, Sick, etc.)

NOTE: Anytime overtime is worked, your pay advice will break it down into two separate weeks. If no overtime is worked, you will only see the total number of hours worked for the pay period.

HOURS AND EARNINGS					
Description	Rate	Current		YTD	
		Hours	Earnings	Hours	Earnings
Regular Earnings	27.245200	80.00	2,179.62	501.00	13,649.86

Taxes

Gives a breakdown of how much of each tax type is deducted from your paycheck.

WA FLI/EE and WA MLI/EE - taxes paid for WA's family and medical leave programs.

Employee Taxable Value *

Additional taxable items such as:

- Basic life insurance in excess of \$50,000 (calculated at 1x your annual salary)
- Domestic partner benefits
- Employer paid parking over the monthly federal limit

*These amounts are added to your wage totals to calculate the amount of federal taxes withheld.

EMPLOYEE TAXABLE VALUE			EMPLOYEE DEDUCTIONS				EMPLOYER PAID BENEFITS		
Description	Current	YTD	Descr	Tax(A-after,B-before)	Cur	YTD	Description	Current	YTD
BASIC REGULAR LIFE	1.08	2.16	ENHANCED AD&D FOR REGULAR EES	A	4.25	29.75	Medicare	41.23	82.06
			Union Guild Fee	A	8.00	56.00	Social Security	176.31	350.87
			State Industrial Ins. Non-Exem	A	5.64	34.47	WA FLI/ER	0.00	0.00
			Short-Term Disability-KCCG	A	16.84	117.88	WA MLI/ER	4.17	8.30
			PSERS Retirement Plan	B	231.18	1,721.90	PERS 2 ELECTED	368.70	733.73
			Deferred Compensation	B	66.70	154.81	Benefit Cost	1,372.00	1,372.00
Total:	1.08	2.16	Total:		228.99	456.30	Total:	590.41	2,546.96

Employee Deductions

All of your selected deductions are listed here, with details about what the deduction is, if it's taken out **Before** tax or **After** tax, the amount taken, and the year-to-date paid.

Deductions are for things like:

- Supplemental life insurance
- Union dues
- Deferred compensation and/or PERS retirement contributions
- Charitable donations through the Employee Giving Program
- And more

Employer Paid Benefits

Listed here are all of the contributions/taxes your employer pays toward things like:

- Social Security and Medicare
- WA State medical leave
- Retirement (PERS)
- Medical/Dental/Vision Benefits

	TOTAL GROSS	FED TAXBL GROSS	FICA TAXABLE	MEDI TAXABLE	TOTAL TAXES	TTL DEDUCTIONS	NET PAY
Current:	2,842.68	2,619.19	2,843.76	2,843.76	534.12	228.99	2,079.57
YTD:	5,657.08	5,212.33	5,659.24	5,659.24	1,060.28	456.30	4,140.50

LEAVE BALANCES				
Leave Plan	Beg Bal	Earned	Taken	Adj. End Bal
Vac/Ben Time	9.200	3.680		12.880
SL/Ext. SL	9.232	3.693		12.925

DIRECT DEPOSIT DISTRIBUTION		
Acct Type	Bank	Deposit Amount
Checking	HARBORSTONE CREDIT UNION	\$2,079.57
Total:		\$2,079.57

*NOTE: Derived rate = OT Earnings/OT Hours

Leave Balances

Your current leave balances are displayed here, showing:

- The balances at the start of the pay period
- New leaves earned
- Leave taken or adjustments made
- And the remaining balance after all leaves taken and earned are calculated

Pay, Tax, and Deduction Totals

Totals for the current pay period and the cumulative for year-to-date are shown here for:

- Gross pay (before taxes and deductions)
- Federal and FICA taxable pay
- Taxable amount for Medicare
- Total taxes paid by you
- Total deductions paid by you
- Net pay

Direct Deposit

In this section are your:

- account type
- financial institution
- net pay sent to your account

Frequently Asked Questions

What is “OT Derived Rate”?

When hourly (FLSA) employees work overtime (OT) they typically receive a rate of 1.5 times their hourly rate (\$20/hour = \$30/hour for OT)*.

If one week you receive a premium pay and you work overtime, 1.5 times your rate would be more than your standard hourly rate. PeopleSoft calculates your “derived” rate taking into account your premium pays for the week.

Since this may vary from week to week, two different “derived” rates could appear on your Pay Advice.

** Overtime rates may vary depending on union contracts.*

What does this description mean?

If you are unsure about any line items on your Pay Advice and need more help, **reach out to your department or agency payroll timekeeper, supervisor, or manager for assistance.**

