



C.P.U. Inc.
320 South Plaza Way PO Box 792
Cape Girardeau, MO 63703

Confidential For: Jill Johnson
Sample Company
PO Box 1111
Cape Girardeau, MO 63701

(5220) **Delivery Method: No Delivery**

Reports Included with your Payroll Package (If Applicable)

- ▶ Tax Deposit Liabilities & Due Dates
- ▶ Payroll Register
- ▶ Special Checks Register
- ▶ Payroll Register Totals
- ▶ Payroll UI Totals
- ▶ Department Register
- ▶ General Ledger Detail Register
- ▶ Direct Deposit Vouchers
- ▶ Direct Deposit Register
- ▶ Deduction Register
- ▶ Payroll Worksheet
- ▶ Payroll Checks
- ▶ Special Check

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Division (0) - Default

Co. No.: 5220 Sample Company

PAYROLL LABEL REPORT

Payroll Number: 5

Current Payroll Tax Liabilities

*** To-Date Tax Liabilities (Please Read) ***

Basic Company Information
Sample Company PO Box 1111 Cape Girardeau, MO 63701
Company No: 5220

Payroll Dates
Check Date: 12/10/04 (1) Period Start Date: 11/28/04 (1) Period End Date: 12/04/04
Federal Deposit Freq.: SEMI-WEEKLY Federal Deposit Method: Normal

Payroll Statistics			
No. of PR Checks:	9	Total Check Net:	\$5,298.48
No. of Misc Checks:	1	Total Misc. Net:	\$28.39
No. of Tax Checks:	0		
No. of Adj. Entries:	0	Total Adj. Net:	\$0.00
No. of Void Entries:	0	Total Void Net:	\$0.00
No. of DD Vouchers:	3	Total PR Net:	\$5,326.87
Total PR Gross:	\$7,386.00		
		Bank Deposit:	\$7,628.03

Federal Tax Section

Federal Tax Deposit Liability (941)	
Federal Withholding Tax	\$909.10
Earned Income Credit	\$0.00
Social Security (Employer Portion)	\$457.94
Social Security (Employee Portion)	\$457.94
Medicare (Employer Portion)	\$107.09
Medicare (Employee Portion)	\$107.09
Total PR Federal 941 Liability	\$2,039.16

Total Unpaid 941 Liability -- DUE	\$2,039.16
<i>Make a payment for this amount DUE by 12/15/2004</i>	
Quarter / Year : 4-2004	Tax Type: 941

Federal Unemployment Liability (940)	
Federal Unemployment Tax (FUTA)	\$59.09
Total PR Federal 940 Liability	\$59.09

Missouri Tax Section

Missouri State Withholding Liability	
State Withholding Tax (W/H)	\$267.00
Employer WH Compensation Deduction	(\$5.00)
Total Missouri PR WH Liability	\$262.00

Total Unpaid MO State Withholding Liability -- DUE	\$262.00
<i>Make a payment for this amount DUE by 01/31/2005</i>	
12/10/2004 : 267.00	

Missouri Unemployment Liability	
State Unemployment Tax (SUTA)	\$110.79
Total MO PR SUTA Liability	\$110.79

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Co. No: 5220 Sample Company

TAX LIABILITIES / DEPOSITS & DUE DATES

Payroll Number: 5

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Employee Name (State for)			Dept. No.	Pays						Taxes			Deductions & Memos			Ck. No.	
Emp. No.	SSN No.	UCI		Current			Year-to-Date			Tax	Current	YTD	Deduction	Current	YTD	Type	
Pay Freq.	Tax Status			Description	Rate	Hours	Pay	Description	Hours	Amount	Description	Amount	Amount	Description	Amount	Amount	Net Pay
Division : 1 Cape Office																	
Martinez, Mary B.			5020	0-Regular Pay	10.00	40.00	400.00	0-Regular Pay	40.00	400.00	Federal W/H	23.62	23.62	3-401k	10.00	10.00	000032
3	333-33-3333	MO									OASDI	24.80	24.80				NORMAL
Weekly	Fed: Married	0									Medicare	5.80	5.80				
	MO Married - 2 Work	0									State W/H: MO	12.00	12.00				
Employee Totals				Totals:		40.00	400.00	Total YTD:	40.00	400.00		66.22			10.00		323.78
Williams, Ricky S.			5020	0-Regular Pay	9.00	40.00	360.00	0-Regular Pay	40.00	360.00	Federal W/H	39.58	39.58	2-Garnishment	28.39	28.39	000033
4	444-44-4444	MO									OASDI	22.32	22.32				NORMAL
Weekly	Fed: Single	0									Medicare	5.22	5.22				
	MO Single	0									State W/H: MO	9.00	9.00				
Employee Totals				Totals:		40.00	360.00	Total YTD:	40.00	360.00		76.12			28.39		255.49
Matheny, Susie B.			5030	0-Regular Pay	8.50	35.00	297.50	0-Regular Pay	35.00	297.50	Federal W/H	30.20	30.20	2-Garnishment	5.00	5.00	000035
5	555-55-5555	MO									OASDI	18.45	18.45				NORMAL
Weekly	Fed: Single	0									Medicare	4.31	4.31				
	MO Single	0									State W/H: MO	6.00	6.00				
Employee Totals				Totals:		35.00	297.50	Total YTD:	35.00	297.50		58.96			5.00		233.54
Rogers, Sharon R.			5030	0-Regular Pay	9.00	20.00	180.00	0-Regular Pay	20.00	180.00	Federal W/H	12.90	12.90				000036
6	666-66-6666	MO									OASDI	11.16	11.16				NORMAL
Weekly	Fed: Single	0									Medicare	2.61	2.61				
	MO Single	0									State W/H: MO	2.00	2.00				
Employee Totals				Totals:		20.00	180.00	Total YTD:	20.00	180.00		28.67					151.33
Division : 2 Jackson Office																	
Brady, Cindy K.			5010	0-Regular Pay			900.00	0-Regular Pay		900.00	Federal W/H	90.67	90.67	1-Insurance	10.00	10.00	000037
101	101-01-0101	MO									OASDI	55.80	55.80	3-401k	50.00	50.00	NORMAL
Weekly	Fed: Married	0									Medicare	13.05	13.05				
	MO Married - 2 Work	0									State W/H: MO	36.00	36.00				
Employee Totals				Totals:			900.00	Total YTD:		900.00		195.52			60.00		644.48
Wilson, Wendy			5010	0-Regular Pay	9.00	20.00	180.00	0-Regular Pay	20.00	180.00	Federal W/H	6.94	6.94				000038
106	606-06-0606	MO									OASDI	11.16	11.16				NORMAL
Weekly	Fed: Single	1									Medicare	2.61	2.61				
	MO Single	1									State W/H: MO	1.00	1.00				
Employee Totals				Totals:		20.00	180.00	Total YTD:	20.00	180.00		21.71					158.29
Beussink, Kaitlin M.			5020	0-Regular Pay	12.00	40.00	480.00	0-Regular Pay	40.00	480.00	Federal W/H	34.33	34.33	1-Insurance	15.00	15.00	000039
103	303-03-0303	MO	5020	OverTime Pay	18.00	3.00	54.00	OverTime Pay	3.00	54.00	OASDI	33.11	33.11				NORMAL
Weekly	Fed: Married	2									Medicare	7.74	7.74				
	MO Married - 2 Work	2									State W/H: MO	19.00	19.00				
Employee Totals				Totals:		43.00	534.00	Total YTD:	43.00	534.00		94.18			15.00		424.82
McGwire, Alexis A.			5020	0-Regular Pay	10.00	40.00	400.00	0-Regular Pay	40.00	400.00	Federal W/H	21.32	21.32				000040
104	404-04-0404	MO	5020	OverTime Pay	15.00	5.75	86.25	OverTime Pay	5.75	86.25	OASDI	30.15	30.15				NORMAL
Weekly	Fed: Married	2									Medicare	7.05	7.05				
	MO Married - 2 Work	2									State W/H: MO	15.00	15.00				
Employee Totals				Totals:		45.75	486.25	Total YTD:	45.75	486.25		73.52					412.73
Ricketts, Janice J.			5030	0-Regular Pay	11.00	40.00	440.00	0-Regular Pay	40.00	440.00	Federal W/H	52.81	52.81				000041
105	505-05-0505	MO	5030	OverTime Pay	16.50	0.50	8.25	OverTime Pay	0.50	8.25	OASDI	27.79	27.79				NORMAL
Weekly	Fed: Single	0									Medicare	6.50	6.50				
	MO Single	0									State W/H: MO	14.00	14.00				
Employee Totals				Totals:		40.50	448.25	Total YTD:	40.50	448.25		101.10					347.15
Division : 1 Cape Office																	
Pay Period: Weekly			11/28/04 - 12/04/04										Check Date: 12/10/04				
Co. No: 5220			Sample Company			PAYROLL REGISTER						Payroll Number: 5			Page: B - 1		

Employee Name (State for)			Dept. No.	Pays						Taxes			Deductions & Memos			Ck. No.	
Emp. No.	SSN No.	UCI		Current			Year-to-Date			Tax	Current	YTD	Deduction	Current	YTD	Type	
Pay Freq.	Tax Status			Description	Rate	Hours	Pay	Description	Hours	Amount	Description	Amount	Amount	Description	Amount	Amount	Net Pay
Roberts, Dave G.			5010	0-Regular Pay			1,200.00	0-Regular Pay		1,200.00	Federal W/H	196.44	196.44	1-Insurance	10.00	10.00	2000011
1	111-11-1111	MO									OASDI	74.40	74.40	3-401k	60.00	60.00	DD
Weekly	Fed: Married	2									Medicare	17.40	17.40				
	MO Married - 2 Work	2									State W/H: MO	51.00	51.00				
Employee Totals				Totals:			1,200.00	Total YTD:		1,200.00		339.24			70.00		790.76
Smith, Bill R.			5010	0-Regular Pay			1,000.00	0-Regular Pay		1,000.00	Federal W/H	176.35	176.35	1-Insurance	8.00	8.00	2000012
2	222-22-2222	MO									OASDI	62.00	62.00				DD
Weekly	Fed: Single	0									Medicare	14.50	14.50				
	MO Single	0									State W/H: MO	44.00	44.00				
Employee Totals				Totals:			1,000.00	Total YTD:		1,000.00		296.85			8.00		695.15
Division : 2 Jackson Office																	
White, Randy L.			5010	0-Regular Pay			1,400.00	0-Regular Pay		1,400.00	Federal W/H	223.94	223.94	3-401k	150.00	150.00	2000013
102	202-02-0202	MO									OASDI	86.80	86.80				DD
Weekly	Fed: Single	1									Medicare	20.30	20.30				
	MO Single	1									State W/H: MO	58.00	58.00				
Employee Totals				Totals:			1,400.00	Total YTD:		1,400.00		389.04			150.00		860.96

Check Type	Payee Name	Employee Number	Deduction	Check No.	Amount
	Check Date	Employee Name			
Division : 1 Cape Office					
Employee Deduction Check	Cape County Courthouse	4	2-Garnishment	000034	
	12/10/2004 12.00.00 AM	Williams, Ricky			\$28.39
Memo:	**** 687456 ****				

Pay and Deduction Descriptions	Current Payroll		Month to Date		Quarter to Date		Year to Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<i>Overall Company Totals</i>								
Pays:								
Regular Pay	275.00	7,237.50	275.00	7,237.50	275.00	7,237.50	275.00	7,237.50
OverTime Pay	9.25	148.50	9.25	148.50	9.25	148.50	9.25	148.50
Total Gross Pay	284.25	7,386.00	284.25	7,386.00	284.25	7,386.00	284.25	7,386.00
Federal Tax Deductions:								
Federal Withholding (W/H)	0.00	909.10	0.00	909.10	0.00	909.10	0.00	909.10
Medicare	0.00	107.09	0.00	107.09	0.00	107.09	0.00	107.09
OASDI	0.00	457.94	0.00	457.94	0.00	457.94	0.00	457.94
Total Federal Tax Deduction	0.00	1,474.13	0.00	1,474.13	0.00	1,474.13	0.00	1,474.13
Missouri Tax Deductions:								
State Withholding (W/H)	0.00	267.00	0.00	267.00	0.00	267.00	0.00	267.00
Total Missouri Tax	0.00	267.00	0.00	267.00	0.00	267.00	0.00	267.00
Total State Tax:	0.00	267.00	0.00	267.00	0.00	267.00	0.00	267.00
Other Deductions:								
1-Insurance	0.00	43.00	0.00	43.00	0.00	43.00	0.00	43.00
2-Garnishment	0.00	33.39	0.00	33.39	0.00	33.39	0.00	33.39
3-401k	0.00	270.00	0.00	270.00	0.00	270.00	0.00	270.00
Total Other Deduction	0.00	346.39	0.00	346.39	0.00	346.39	0.00	346.39
Net Pay	0.00	5,298.48	0.00	5,298.48	0.00	5,298.48	0.00	5,298.48

Pay and Deduction Descriptions	Current Payroll		Month to Date		Quarter to Date		Year to Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
*** START *** Division (1) Cape Office *** START ****								
Pays:								
Regular Pay	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50
Total Gross Pay	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50
Federal Tax Deductions:								
Federal Withholding (W/H)	0.00	479.09	0.00	479.09	0.00	479.09	0.00	479.09
Medicare	0.00	49.84	0.00	49.84	0.00	49.84	0.00	49.84
OASDI	0.00	213.13	0.00	213.13	0.00	213.13	0.00	213.13
Total Federal Tax Deduction	0.00	742.06	0.00	742.06	0.00	742.06	0.00	742.06
Missouri Tax Deductions:								
State Withholding (W/H)	0.00	124.00	0.00	124.00	0.00	124.00	0.00	124.00
Total Missouri Tax	0.00	124.00	0.00	124.00	0.00	124.00	0.00	124.00
Total State Tax:	0.00	124.00	0.00	124.00	0.00	124.00	0.00	124.00
Other Deductions:								
1-Insurance	0.00	18.00	0.00	18.00	0.00	18.00	0.00	18.00
2-Garnishment	0.00	33.39	0.00	33.39	0.00	33.39	0.00	33.39
3-401k	0.00	70.00	0.00	70.00	0.00	70.00	0.00	70.00
Total Other Deduction	0.00	121.39	0.00	121.39	0.00	121.39	0.00	121.39
Net Pay	0.00	2,450.05	0.00	2,450.05	0.00	2,450.05	0.00	2,450.05
*** END *** Division (1) Cape Office *** END ****								

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Check Date: 12/10/04

Co. No: 5220 Sample Company

PAYROLL REGISTER TOTALS

Payroll Number: 5

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Pay and Deduction Descriptions	Current Payroll		Month to Date		Quarter to Date		Year to Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
*** START *** Division (2) Jackson Office *** START ****								
Pays:								
Regular Pay	140.00	3,800.00	140.00	3,800.00	140.00	3,800.00	140.00	3,800.00
OverTime Pay	9.25	148.50	9.25	148.50	9.25	148.50	9.25	148.50
Total Gross Pay	149.25	3,948.50	149.25	3,948.50	149.25	3,948.50	149.25	3,948.50
Federal Tax Deductions:								
Federal Withholding (W/H)	0.00	430.01	0.00	430.01	0.00	430.01	0.00	430.01
Medicare	0.00	57.25	0.00	57.25	0.00	57.25	0.00	57.25
OASDI	0.00	244.81	0.00	244.81	0.00	244.81	0.00	244.81
Total Federal Tax Deduction	0.00	732.07	0.00	732.07	0.00	732.07	0.00	732.07
Missouri Tax Deductions:								
State Withholding (W/H)	0.00	143.00	0.00	143.00	0.00	143.00	0.00	143.00
Total Missouri Tax	0.00	143.00	0.00	143.00	0.00	143.00	0.00	143.00
Total State Tax:	0.00	143.00	0.00	143.00	0.00	143.00	0.00	143.00
Other Deductions:								
1-Insurance	0.00	25.00	0.00	25.00	0.00	25.00	0.00	25.00
3-401k	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00
Total Other Deduction	0.00	225.00	0.00	225.00	0.00	225.00	0.00	225.00
Net Pay	0.00	2,848.43	0.00	2,848.43	0.00	2,848.43	0.00	2,848.43
*** END *** Division (2) Jackson Office *** END ****								

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Co. No: 5220 Sample Company

PAYROLL REGISTER TOTALS

Payroll Number: 5

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Accrual Descriptions	Current Payroll	Month to Date	Quarter to Date	Year to Date
	Dollars	Dollars	Dollars	Dollars
<i>Overall Company Totals</i>				
Federal Tax Accruals:				
Federal Unemployment Insurance Tax (FUTA)	59.09	59.09	59.09	59.09
Total Federal Tax	59.09	59.09	59.09	59.09
Missouri Tax Accruals:				
State Unemployment Insurance Tax (SUTA)	110.79	110.79	110.79	110.79
Total Missouri Tax	110.79	110.79	110.79	110.79

Accrual Descriptions	Current Payroll	Month to Date	Quarter to Date	Year to Date
	Dollars	Dollars	Dollars	Dollars
*** START *** Division (1) Cape Office *** START ****				
Federal Tax Accruals:				
Unemployment Insurance Tax (FUTA)	27.50	27.50	27.50	27.50
Total Federal Tax	27.50	27.50	27.50	27.50
Missouri Tax Accruals:				
Unemployment Insurance Tax (SUTA)	51.56	51.56	51.56	51.56
Total Missouri Tax	51.56	51.56	51.56	51.56
*** END *** Division (1) Cape Office *** END ****				

Accrual Descriptions	Current Payroll	Month to Date	Quarter to Date	Year to Date
	Dollars	Dollars	Dollars	Dollars
*** START *** Division (2) Jackson Office *** START ****				
Federal Tax Accruals:				
Unemployment Insurance Tax (FUTA)	31.59	31.59	31.59	31.59
Total Federal Tax	31.59	31.59	31.59	31.59
Missouri Tax Accruals:				
Unemployment Insurance Tax (SUTA)	59.23	59.23	59.23	59.23
Total Missouri Tax	59.23	59.23	59.23	59.23
*** END *** Division (2) Jackson Office *** END ****				

Pay Descriptions	Current Payroll		Month to Date		Quarter to Date		Year to Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Division: 1	Cape Office							
Department: 5010	Administrative							
Regular Pay	0.00	2,200.00	0.00	2,200.00	0.00	2,200.00	0.00	2,200.00
Department Gross Pay	0.00	2,200.00	0.00	2,200.00	0.00	2,200.00	0.00	2,200.00
Department: 5020	Staff							
Regular Pay	80.00	760.00	80.00	760.00	80.00	760.00	80.00	760.00
Department Gross Pay	80.00	760.00	80.00	760.00	80.00	760.00	80.00	760.00
Department: 5030	Clerical							
Regular Pay	55.00	477.50	55.00	477.50	55.00	477.50	55.00	477.50
Department Gross Pay	55.00	477.50	55.00	477.50	55.00	477.50	55.00	477.50
Division Gross Pay	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50	135.00	3,437.50
Division: 2	Jackson Office							
Department: 5010	Administrative							
Regular Pay	20.00	2,480.00	20.00	2,480.00	20.00	2,480.00	20.00	2,480.00
Department Gross Pay	20.00	2,480.00	20.00	2,480.00	20.00	2,480.00	20.00	2,480.00
Department: 5020	Staff							
Regular Pay	80.00	880.00	80.00	880.00	80.00	880.00	80.00	880.00
OverTime Pay	8.75	140.25	8.75	140.25	8.75	140.25	8.75	140.25
Department Gross Pay	88.75	1,020.25	88.75	1,020.25	88.75	1,020.25	88.75	1,020.25
Department: 5030	Clerical							
Regular Pay	40.00	440.00	40.00	440.00	40.00	440.00	40.00	440.00
OverTime Pay	0.50	8.25	0.50	8.25	0.50	8.25	0.50	8.25
Department Gross Pay	40.50	448.25	40.50	448.25	40.50	448.25	40.50	448.25
Division Gross Pay	149.25	3,948.50	149.25	3,948.50	149.25	3,948.50	149.25	3,948.50
Total Gross Pay	284.25	7,386.00	284.25	7,386.00	284.25	7,386.00	284.25	7,386.00

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Division: 1 Cape Office					
Department: 5010 Administrative					
Section: ACCRUED					
2204	FUTA (Exp)	17.60		17.60	
	FUTA (Pay)		17.60		17.60
2205	MO : SUTA (Exp)	33.01		33.01	
	MO : SUTA (Pay)		33.01		33.01
Section Total:		50.61	50.61	50.61	50.61
Section: EMPLOYEE					
5010	Regular Pay	2,200.00		2,200.00	
1101	Net Pay		1,485.91		1,485.91
2201	Federal W/H		372.79		372.79
2203	OASDI (EE)		136.40		136.40
2203	Medicare (EE)		31.90		31.90
2202	MO : W/H		95.00		95.00
	1-Insurance		18.00		18.00
	3-401k		60.00		60.00
Section Total:		2,200.00	2,200.00	2,200.00	2,200.00
Section: EMPLOYER					
	Medicare (ER - Exp)	31.90		31.90	
	Medicare (ER - Pay)		31.90		31.90
	OASDI (ER - Exp)	136.40		136.40	
	OASDI (ER - Pay)		136.40		136.40
Section Total:		168.30	168.30	168.30	168.30
Department Total: 5010 Administrative		2,418.91	2,418.91	2,418.91	2,418.91

GENERAL LEDGER DETAIL REPORT

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Department:	5020 Staff				
Section:	ACCRUED				
2204	FUTA (Exp)	6.08		6.08	
	FUTA (Pay)		6.08		6.08
2205	MO : SUTA (Exp)	11.40		11.40	
	MO : SUTA (Pay)		11.40		11.40
Section Total:		17.48	17.48	17.48	17.48
Section:	EMPLOYEE				
5020	Regular Pay	760.00		760.00	
1101	Net Pay		579.27		579.27
2201	Federal W/H		63.20		63.20
2203	OASDI (EE)		47.12		47.12
2203	Medicare (EE)		11.02		11.02
2202	MO : W/H		21.00		21.00
	2-Garnishment		28.39		28.39
	3-401k		10.00		10.00
Section Total:		760.00	760.00	760.00	760.00
Section:	EMPLOYER				
	Medicare (ER - Exp)	11.02		11.02	
	Medicare (ER - Pay)		11.02		11.02
	OASDI (ER - Exp)	47.12		47.12	
	OASDI (ER - Pay)		47.12		47.12
Section Total:		58.14	58.14	58.14	58.14
Department Total:	5020 Staff	835.62	835.62	835.62	835.62
Department:	5030 Clerical				
Section:	ACCRUED				
2204	FUTA (Exp)	3.82		3.82	
	FUTA (Pay)		3.82		3.82
2205	MO : SUTA (Exp)	7.16		7.16	
	MO : SUTA (Pay)		7.16		7.16
Section Total:		10.98	10.98	10.98	10.98
Section:	EMPLOYEE				
5030	Regular Pay	477.50		477.50	
1101	Net Pay		384.87		384.87
2201	Federal W/H		43.10		43.10
2203	OASDI (EE)		29.61		29.61
2203	Medicare (EE)		6.92		6.92
2202	MO : W/H		8.00		8.00
	2-Garnishment		5.00		5.00
Section Total:		477.50	477.50	477.50	477.50
Section:	EMPLOYER				
	Medicare (ER - Exp)	6.92		6.92	
	Medicare (ER - Pay)		6.92		6.92
	OASDI (ER - Exp)	29.61		29.61	
	OASDI (ER - Pay)		29.61		29.61
Section Total:		36.53	36.53	36.53	36.53
Department Total:	5030 Clerical	525.01	525.01	525.01	525.01

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Co. No: 5220 Sample Company

GENERAL LEDGER DETAIL REPORT

Payroll Number: 5

Page: E - 2

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Division Total:	1 Cape Office	3,779.54	3,779.54	3,779.54	3,779.54
Division:	2 Jackson Office				
Department:	5010 Administrative				
	Section: ACCRUED				
2204	FUTA (Exp)	19.84		19.84	
	FUTA (Pay)		19.84		19.84
2205	MO : SUTA (Exp)	37.20		37.20	
	MO : SUTA (Pay)		37.20		37.20
	Section Total:	57.04	57.04	57.04	57.04
	Section: EMPLOYEE				
5010	Regular Pay	2,480.00		2,480.00	
1101	Net Pay		1,663.73		1,663.73
2201	Federal W/H		321.55		321.55
2203	OASDI (EE)		153.76		153.76
2203	Medicare (EE)		35.96		35.96
2202	MO : W/H		95.00		95.00
	1-Insurance		10.00		10.00
	3-401k		200.00		200.00
	Section Total:	2,480.00	2,480.00	2,480.00	2,480.00
	Section: EMPLOYER				
	Medicare (ER - Exp)	35.96		35.96	
	Medicare (ER - Pay)		35.96		35.96
	OASDI (ER - Exp)	153.76		153.76	
	OASDI (ER - Pay)		153.76		153.76
	Section Total:	189.72	189.72	189.72	189.72
Department Total:	5010 Administrative	2,726.76	2,726.76	2,726.76	2,726.76

GENERAL LEDGER DETAIL REPORT

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Department:	5020 Staff				
Section:	ACCRUED				
2204	FUTA (Exp)	8.16		8.16	
	FUTA (Pay)		8.16		8.16
2205	MO : SUTA (Exp)	15.30		15.30	
	MO : SUTA (Pay)		15.30		15.30
Section Total:		23.46	23.46	23.46	23.46
Section:	EMPLOYEE				
5020	Regular Pay	880.00		880.00	
5020	OT Pay	140.25		140.25	
1101	Net Pay		837.55		837.55
2201	Federal W/H		55.65		55.65
2203	OASDI (EE)		63.26		63.26
2203	Medicare (EE)		14.79		14.79
2202	MO : W/H		34.00		34.00
	1-Insurance		15.00		15.00
Section Total:		1,020.25	1,020.25	1,020.25	1,020.25
Section:	EMPLOYER				
	Medicare (ER - Exp)	14.79		14.79	
	Medicare (ER - Pay)		14.79		14.79
	OASDI (ER - Exp)	63.26		63.26	
	OASDI (ER - Pay)		63.26		63.26
Section Total:		78.05	78.05	78.05	78.05
Department Total:	5020 Staff	1,121.76	1,121.76	1,121.76	1,121.76
Department:	5030 Clerical				
Section:	ACCRUED				
2204	FUTA (Exp)	3.59		3.59	
	FUTA (Pay)		3.59		3.59
2205	MO : SUTA (Exp)	6.72		6.72	
	MO : SUTA (Pay)		6.72		6.72
Section Total:		10.31	10.31	10.31	10.31
Section:	EMPLOYEE				
5030	Regular Pay	440.00		440.00	
5030	OT Pay	8.25		8.25	
1101	Net Pay		347.15		347.15
2201	Federal W/H		52.81		52.81
2203	OASDI (EE)		27.79		27.79
2203	Medicare (EE)		6.50		6.50
2202	MO : W/H		14.00		14.00
Section Total:		448.25	448.25	448.25	448.25
Section:	EMPLOYER				
	Medicare (ER - Exp)	6.50		6.50	
	Medicare (ER - Pay)		6.50		6.50
	OASDI (ER - Exp)	27.79		27.79	
	OASDI (ER - Pay)		27.79		27.79
Section Total:		34.29	34.29	34.29	34.29
Department Total:	5030 Clerical	492.85	492.85	492.85	492.85

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Co. No: 5220 Sample Company

GENERAL LEDGER DETAIL REPORT

Payroll Number: 5

Page: E - 4

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Division Total:	2 Jackson Office	4,341.37	4,341.37	4,341.37	4,341.37
Grand Totals:		8,120.91	8,120.91	8,120.91	8,120.91

Sample Company
 PO Box 1111
 Cape Girardeau, MO 63701

Check Date	Reference No.
12/10/2004	2000011

Amount
\$790.76

Direct Deposit Voucher

Payee **Dave G. Roberts**
 618 South 51st Street
 Cape Girardeau, MO 63701
 Div: 1 / Dept: 5010

Non-Negotiable

12/06/20 10:04:58

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Company Name: Sample Company										Processed By C.P.U., Inc.			
Employee Name: Dave G. Roberts										State for UCI MO			
Company No.	5220	Payroll No.	5	Pay Frequency	Weekly		Tax Status	Depts	Xtr/Fxd Flat	Xtr/Fxd %			
Employee No.	1	Division No.	1	Start Date	11/28/2004	Federal	Married	2					
SSN No.	111-11-1111	Home Depart. No.	5010	End Date	12/04/2004	(W) MO	Married - 2 Work	2					
Check No.	2000011	Net Pay	790.76	Check Date	12/10/2004	(R)							
Dept. No.	Pays				Year-to-Date			Taxes			Deductions & Memos		
	Description	Rate	Hours	Pay	Description	Hours	Amount	Description	Current Amount	YTD Amount	Description	Current Amount	YTD Amount
5010	0-Regular Pay			1,200.00	0-Regular Pay		1,200.00	Federal W/H	196.44	196.44	1-Insurance	10.00	10.00
								OASDI	74.40	74.40	3-401k	60.00	60.00
								Medicare	17.40	17.40			
								State W/H: MO	51.00	51.00			
Employee Totals				1,200.00	Total YTD:				339.24			70.00	

Company Memo:
 NON NEGOTIABLE - THIS IS A SAMPLE CHECK

Private Memo:

Account Type	Bank Routing No.	Bank Account No.	Amount Deposited
Checking	****1111	***251	790.76

Sample Company
 PO Box 1111
 Cape Girardeau, MO 63701

Check Date	Reference No.
12/10/2004	2000012

Amount
\$695.15

Direct Deposit Voucher

Payee **Bill R. Smith**
 4444 Elm
 Cape Girardeau, MO 63701
 Div: 1 / Dept: 5010

Non-Negotiable

12/06/20 10:04:58

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Company Name: Sample Company										Processed By C.P.U., Inc.			
Employee Name: Bill R. Smith										State for UCI MO			
Company No.	5220	Payroll No.	5	Pay Frequency	Weekly		Tax Status	Depts	Xtr/Fxd Flat	Xtr/Fxd %			
Employee No.	2	Division No.	1	Start Date	11/28/2004	Federal	Single	0					
SSN No.	222-22-2222	Home Depart. No.	5010	End Date	12/04/2004	(W) MO	Single	0					
Check No.	2000012	Net Pay	695.15	Check Date	12/10/2004	(R)							
Dept. No.	Pays			Year-to-Date			Taxes			Deductions & Memos			
	Description	Rate	Hours	Pay	Description	Hours	Amount	Description	Current Amount	YTD Amount	Description	Current Amount	YTD Amount
5010	0-Regular Pay			1,000.00	0-Regular Pay		1,000.00	Federal W/H	176.35	176.35	1-Insurance	8.00	8.00
								OASDI	62.00	62.00			
								Medicare	14.50	14.50			
								State W/H: MO	44.00	44.00			
Employee Totals				1,000.00	Total YTD:			1,000.00				8.00	8.00

Company Memo:
 NON NEGOTIABLE - THIS IS A SAMPLE CHECK

Private Memo:

Account Type	Bank Routing No.	Bank Account No.	Amount Deposited
Checking	****5656	***321	595.15
Savings	****5656	***456	100.00

Sample Company
 PO Box 1111
 Cape Girardeau, MO 63701

Check Date	Reference No.
12/10/2004	2000013

Amount
\$860.96

Direct Deposit Voucher

Payee **Randy L. White**
 4356 Westwood
 Cape Girardeau, MO 63701
 Div: 2 / Dept: 5010

Non-Negotiable

12/06/20 10:04:59

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Company Name										Sample Company				Processed By C.P.U., Inc.					
Employee Name										Randy L. White				State for UCI MO					
Company No.		5220		Payroll No.		5		Pay Frequency		Weekly		Tax Status		Depts		Xtr/Fxd Flat		Xtr/Fxd %	
Employee No.		102		Division No.		2		Start Date		11/28/2004		Federal		Single		1			
SSN No.		202-02-0202		Home Depart. No.		5010		End Date		12/04/2004		(W) MO		Single		1			
Check No.		2000013		Net Pay		860.96		Check Date		12/10/2004		(R)							
Dept. No.	Pays				Year-to-Date			Taxes			Deductions & Memos								
	Description	Rate	Hours	Pay	Description	Hours	Amount	Description	Current Amount	YTD Amount	Description	Current Amount	YTD Amount						
5010	0-Regular Pay			1,400.00	0-Regular Pay		1,400.00	Federal W/H	223.94	223.94	3-401k	150.00	150.00						
								OASDI	86.80	86.80									
								Medicare	20.30	20.30									
								State W/H: MO	58.00	58.00									
Employee Totals				1,400.00	Total YTD:			1,400.00		389.04			150.00						

Company Memo:
 NON NEGOTIABLE - THIS IS A SAMPLE CHECK

Private Memo:

Account Type	Bank Routing No.	Bank Account No.	Amount Deposited
Checking	****1414	****544	860.96

Overall Company Information

(5220) Sample Company

Routing Number: 123456789
 Account Number: 99999999

Overall Direct Deposit Payroll Statistics

Payroll Check Date: Fri 12/10/2004

Total Active Entries:	4	Total Checking:	\$2,246.87
Total Pre-note Entries:	0	Total Savings:	\$100.00
Total DD Entries:	4	Total Deposited:	\$2,346.87

Emp. No.	Employee Name	SSN	Account Type	Bank Routing No.	Bank Account No.	Amount Deposited
1	Roberts, Dave	111-11-1111	Checking	111111111	525251	790.76
2	Smith, Bill	222-22-2222	Checking	656565656	654321	595.15
2	Smith, Bill	222-22-2222	Savings	656565656	123456	100.00
102	White, Randy	202-02-0202	Checking	414141414	3251544	860.96

Pay Period: Weekly 11/28/04 - 12/04/04

Check Date: 12/10/04

Co.No: 5220 Sample Company

DIRECT DEPOSIT REGISTER

Payroll Number: 5

Page: 1

Employee Number and Name	SSN	Current Payroll	Month-To-Date	Quarter-To-Date	Year-To-Date	Account No.
Deduction Name: 1-Insurance						
(1)	Roberts, Dave G.	111-11-1111	10.00	10.00	10.00	10.00
(2)	Smith, Bill R.	222-22-2222	8.00	8.00	8.00	8.00
(101)	Brady, Cindy K.	101-01-0101	10.00	10.00	10.00	10.00
(103)	Beussink, Kaitlin M.	303-03-0303	15.00	15.00	15.00	15.00
1-Insurance Deduction Total:			43.00	43.00	43.00	43.00

Employee Number and Name	SSN	Current Payroll	Month-To-Date	Quarter-To-Date	Year-To-Date	Account No.
Deduction Name: 2-Garnishment						
(4)	Williams, Ricky S.	444-44-4444	28.39	28.39	28.39	28.39
(5)	Matheny, Susie B.	555-55-5555	5.00	5.00	5.00	5.00
2-Garnishment Deduction Total:			33.39	33.39	33.39	33.39

Employee Number and Name	SSN	Current Payroll	Month-To-Date	Quarter-To-Date	Year-To-Date	Account No.
Deduction Name: 3-401k						
(1)	Roberts, Dave G.	111-11-1111	60.00	60.00	60.00	60.00
(3)	Martinez, Mary B.	333-33-3333	10.00	10.00	10.00	10.00
(101)	Brady, Cindy K.	101-01-0101	50.00	50.00	50.00	50.00
(102)	White, Randy L.	202-02-0202	150.00	150.00	150.00	150.00
3-401k Deduction Total:			270.00	270.00	270.00	270.00
Total Company Deductions:			346.39	346.39	346.39	346.39

* W = Work State * R = Resident State

Employee Number and Employee Name				Rates / Salary & Raise Dates	Rate Chg	Dept. No.	Regular Hours	Overtime Hours	Other Pays			Other Ded's		Automatic Pays and Deductions				
Hire	SSN No.	Federal Wh	Fx/Ext						Cd	Hours	Amount	Cd	Amount	Cd	Description	Amount	Limit	Balance
Birth	Pay Freq.	State Wh * (W)	Fx/Ext															
Type	DD	EIC	State Wh * (R)	Fx/Ext														

Division: 1 Cape Office

1	Roberts, Dave G.	(1)	0	5010										D	1-Insurance	10.00		
10-01-2001	111-11-1111	Fed: Married 2	(2)	0										D	3-401k	.05		
	Weekly	MO: Married - 2 2	(3)	0														
Regular	DD	None		1,200.00	0													

2	Smith, Bill R.	(1)	0	5010										D	1-Insurance	8.00		
10-01-2001	222-22-2222	Fed: Single 0	(2)	0														
	Weekly	MO: Single 0	(3)	0														
Regular	DD	None		1,000.00	0													

3	Martinez, Mary B.	(1)	10.0000	0	5020									D	3-401k	10.00		
10-01-2001	333-33-3333	Fed: Married 0	(2)	0														
	Weekly	MO: Married - 2 0	(3)	0														
Regular		None		0														

4	Williams, Ricky S.	(1)	9.0000	0	5020									D	2-Garnishment	.10		
10-05-2001	444-44-4444	Fed: Single 0	(2)	0														
	Weekly	MO: Single 0	(3)	0														
Regular		None		0														

5	Matheny, Susie B.	(1)	8.5000	0	5030									D	2-Garnishment	5.00		
11-01-2001	555-55-5555	Fed: Single 0	(2)	0														
	Weekly	MO: Single 0	(3)	0														
Regular		None		0														

6	Rogers, Sharon R.	(1)	9.0000	0	5030													
10-08-2001	666-66-6666	Fed: Single 0	(2)	0														
	Weekly	MO: Single 0	(3)	0														
Regular		None		0														

Division: 2 Jackson Office

Pay Period Start:	--	--	End:	--	--	Check Date:	--	--	Last Check Date:	12-10-2004	
Co. No: 5220	Sample Company		PAYROLL WORKSHEET						Page: F - 1		

* W = Work State * R = Resident State

Employee Number and Employee Name				Rates / Salary & Raise Dates	Rate Chg	Dept. No.	Regular Hours	Overtime Hours	Other Pays			Other Ded's		Automatic Pays and Deductions			
Hire	SSN No.	Federal Wh	Fx/Ext						Cd	Hours	Amount	Cd	Amount	Cd	Description	Amount	Limit
Birth	Pay Freq.	State Wh * (W)	Fx/Ext														
Type	DD	EIC	State Wh * (R)	Fx/Ext													
101	Brady, Cindy K.			(1)	0	5010							D	1-Insurance	10.00		
11-01-2001	101-01-0101	Fed: Married	0	(2)	0								D	3-401k	50.00		
	Weekly	MO: Married - 2	0	(3)	0												
Regular		None			900.00	0											
102	White, Randy L.			(1)	0	5010							D	3-401k	150.00		
12-19-2001	202-02-0202	Fed: Single	1	(2)	0												
	Weekly	MO: Single	1	(3)	0												
Regular	DD	None			1,400.00	0											
106	Wilson, Wendy			(1)	9.0000	5010											
02-10-2001	606-06-0606	Fed: Single	1	(2)	0												
	Weekly	MO: Single	1	(3)	0												
Regular		None				0											
103	Beussink, Kaitlin M.			(1)	12.0000	5020							D	1-Insurance	15.00		
12-22-2003	303-03-0303	Fed: Married	2	(2)	0												
01-30-1980	Weekly	MO: Married - 2	2	(3)	0												
Regular		None				0											
104	McGwire, Alexis A.			(1)	10.0000	5020											
11-15-2001	404-04-0404	Fed: Married	2	(2)	0												
	Weekly	MO: Married - 2	2	(3)	0												
Regular		None				0											
105	Ricketts, Janice J.			(1)	11.0000	5030											
12-19-2001	505-05-0505	Fed: Single	0	(2)	0												
	Weekly	MO: Single	0	(3)	0												
Regular		None				0											

* Required Data M/S = Married or Single (Tax Filing Status) ** (W/R) = State Withholding Work State / Resident State

Emp. No.*	Div. No.	Dept. No.*	Phone	Soc. Sec. No.*	Pay Frequency*	Rate 1	Rate 2	Rate 3	Salary	
First Name*			Mid.*	Last Name*		Fed M/S *	Fed. Dep.*	Extra Fed. W/H	Fixed Fed. W/H	E I C Code
Street Address					State WH **	St (M/S) **	St. Dep **	Extra St. W/H **	State for UCI	
City			State	Zip	Hire Date	Birth Date		Termination Date		

EMPLOYEE PAYROLL INPUT FOR THIS PAY PERIOD:	Rate	Dept No	Reg Hrs	O.T. Hrs	Cd	Pay Hrs	Pay Amt	Cd	Ded Amt	Notes

* Required Data M/S = Married or Single (Tax Filing Status) ** (W/R) = State Withholding Work State / Resident State

Emp. No.*	Div. No.	Dept. No.*	Phone	Soc. Sec. No.*	Pay Frequency*	Rate 1	Rate 2	Rate 3	Salary	
First Name*			Mid.*	Last Name*		Fed M/S *	Fed. Dep.*	Extra Fed. W/H	Fixed Fed. W/H	E I C Code
Street Address					State WH **	St (M/S) **	St. Dep **	Extra St. W/H **	State for UCI	
City			State	Zip	Hire Date	Birth Date		Termination Date		

EMPLOYEE PAYROLL INPUT FOR THIS PAY PERIOD:	Rate	Dept No	Reg Hrs	O.T. Hrs	Cd	Pay Hrs	Pay Amt	Cd	Ded Amt	Notes

VOIDED CHECKS

Emp. No.	Employee Name	Soc. Sec. No.	Check Date	Check No.	Check Net

HAND WRITTEN (MANUAL) CHECKS

Emp. No.	Employee Name				Soc. Sec. No.	Emp. No.	Employee Name				Soc. Sec. No.
UCI State	Work WH State	Res. WH State	Net	Check No.		UCI State	Work WH State	Res. WH State	Net	Check No.	

Gross	Federal Withholding	Employee UCI	Deductions
Regular Pay	Social Security (OASDI)	St. Disability	Deductions
Over Time Pay	Medicare	St. WH (Work)	Deductions
Other Pays	EIC	St. WH (Res)	
Other Pays		L&I / WC	
		NJ Workforce	
		NJ HealthCare	
		Locals	

Special Notes

Gross	Federal Withholding	Employee UCI	Deductions
Regular Pay	Social Security (OASDI)	St. Disability	Deductions
Over Time Pay	Medicare	St. WH (Work)	Deductions
Other Pays	EIC	St. WH (Res)	
Other Pays		L&I / WC	
		NJ Workforce	
		NJ HealthCare	
		Locals	

Special Notes

Hand Written (Manual) / Voided Checks

***** PLEASE FAX THIS SHEET FOR PAYROLL VERIFICATION *****

Payroll Worksheet Totals
(Please include hours for New Employees in these totals.)

Total Entries: _____
Total New Employees: _____
Total Regular Hours: _____

Total Overtime Hours: _____
Total Other Hours: _____
Total Hours: _____

Other Pays and Deductions List

Pay Descriptions	Deduction Descriptions
0-Regular Pay	1-Insurance
1-Vacation	2-Garnishment
2-Holiday	3-401k
3-Bonus	

Delivery Method: No Delivery One time change to: _____ Permanent Change to: _____

Next Highest EE #: 107 Next Lowest Available EE #'s: 16, 15, 14, 13, 12, 11, 10, 9, 8, 7,

Prepared By: C.P.U. Inc.
320 South Plaza Way PO Box 792
Cape Girardeau, MO 63703
Phone: (573) 334-2420 Fax: (573) 334-0109

EE Control Count Figure:
642

Co. No: 5220 Sample Company

PAYROLL WORKSHEET

Last Check Date: 12-10-2004