

## STATEMENT OF WEEKLY EARNINGS

If the actual payroll records reflect the format below, a printout of the records can be attached. If not, please complete this form.

**INSTRUCTIONS:**

1. Give employee's regular weekly earnings and **overtime hours** in separate columns for the 52 weeks prior to the date of injury. Do not include any sums paid the employee for expenses due to the special nature of his/her employment. Whatever allowances specified as a part of the wage contract in lieu of wages shall be deemed a part of the employee's earnings.
2. If the above information cannot be given, show:
  - Weekly earnings of employee for the length of time he/she has been in your employ.
  - Weekly earnings of a similar worker in the same class of work either in your employ or in the same locality for same period as checked in item (1) above.
3. If above information cannot be given show weekly earnings for any employee who has worked during the same period checked above.
4. How many days constitute your normal work week? \_\_\_\_\_ How many hours? \_\_\_\_\_
5. Give hourly rate \_\_\_\_\_ Weekly rate \_\_\_\_\_
6. If the employee was not paid on a weekly basis, explain fully give his/her earnings for the period checked above.

Week No.	Week		Number of days worked	Amount paid exclusive of overtime	Overtime hours worked or OT earnings	Week No.	Week		Number of days worked	Amount paid exclusive of overtime	Overtime hours worked or OT earnings
	From Date	To Date					From Date	To Date			
1						Brought forward					
2						27					
3						28					
4						29					
5						30					
6						31					
7						32					
8						33					
9						34					
10						35					
11						36					
12						37					
13						38					
14						39					
15						40					
16						41					
17						42					
18						43					
19						44					
20						45					
21						46					
22						47					
23						48					
24						49					
25						50					
26						51					
Totals Carried forward						52					
						Totals					