Final Paycheck WorksheettFor Discharges Only

Please Contact UEI Human Resources Before Completing or Submitting This Form

worked through the last day of employmenOn the u ‰ o } Qast Qay,after you notify them of terminationyou must submit and approve the final timesheit UEIWorkforce as wellPlease note, the hours on the final timesheit UEIWorkforce between the Final Paycheck Worksheet and the final timesheet of record in UEI Workforce, the final timesheet of record will be the used to prepare the final paycheck.

Date	Hours Worked	Actual (A) or Projected (P)
Total Hours to be paid		

Contact information for the Supervisor, Representative, or Employmmetry the final paycheck

Name:	
Phone:	
Check Delivery Addres(if available)	
Secondary Name:	Phone:
Special InstructionAdditional Comments	
I certify that hours listed (including projected) above a	re accurate to the best of my knowledge

Supervisor Signature: