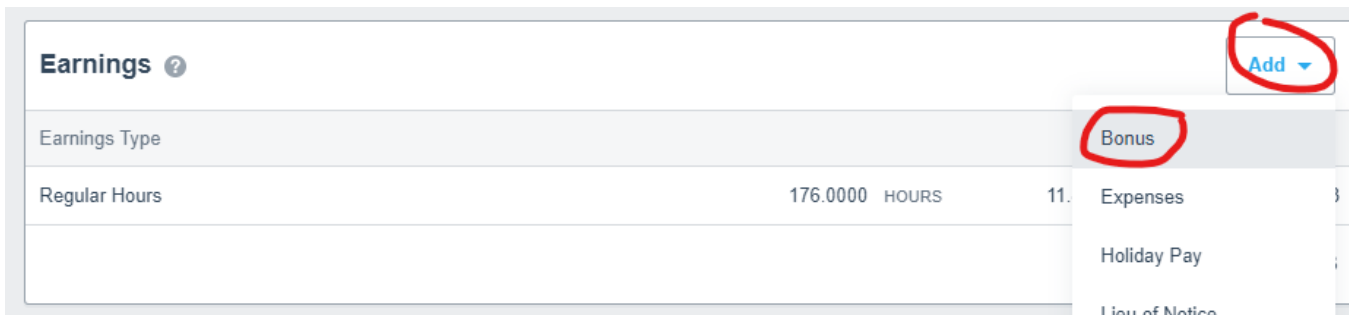


Adding Bonus's / Extra Payments

On the Employee Payslip Screen...

1. Click **"Add"** and **"Bonus"**



Earnings ?			
Earnings Type			
Regular Hours	176.0000 HOURS	11.	

Add ▼
Bonus
Expenses
Holiday Pay
Item of Notice

2. Enter the amount in pounds of the bonus



Earnings ?			
Earnings Type		Rate	Amount
Regular Hours	176.0000 HOURS		
Bonus			0.00

3. Click "Save"



Save

Revision #2

Created 24 May 2022 12:50:19 by Admin

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