

# Payroll Fax Coversheet



Client Name		Client Contact	
Check Date	Period Ending	Number of Pages	Next Fax/Call Date

### **Control Totals**

Regular Hours	Overtime Hours	Tips
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### **Other Totals**

Type	Amount		
Type	Amount		
Type	Amount		
Type	Amount		
Type	Amount	Number of Checks	

Delivery Method	Notes
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