

EMPLOYEE CHECK HISTORY

EMPLOYEE INFORMATION	EARNINGS THIS PAY			DEDUCTIONS/ACH		TAXES WITHHELD			CHECK DT	CHECK NO	DEPOS	
	DESC	RATE	HOURS	AMOUNT	DESC	AMOUNT	GROSS	TAXABLE				AMOUNT
LOCN DEPT 01 EMPL# 000460001 SSNO - -	R-001	PRIEST S	80.000	1475.39	ACH-CHKG	1126.93	F.I.T.	1555.39	1555.39	369.23	09/23/20	
		CLERGY R		276.92			MHI	1555.39			1555	
		MASS STI		80.00			EESOCSEC	1555.39			1126	
							STATE	1555.39	1555.39	59.23	1126	
											CHK TOT	0
	R-001	PRIEST S	80.000	1475.39	ACH-CHKG	1086.93	F.I.T.	1515.39	1515.39	369.23	10/07/20	
		CLERGY R		276.92			MHI	1515.39			1515	
		MASS STI		40.00			EESOCSEC	1515.39			1086	
							MA STATE	1515.39	1515.39	59.23	1086	
					YTD EARN	31685.40					CHK TOT	0
	R-001	PRIEST S	80.000	1475.39	ACH-CHKG	1166.93	F.I.T.	1595.39	1595.39	369.23	10/21/20	
HIRED 09/01/1979 TERMD STATUS Full Time		CLERGY R		276.92			MHI	1595.39			1595	
		MASS STI		120.00			EESOCSEC	1595.39			1166	
							MA STATE	1595.39	1595.39	59.23	1166	
					YTD EARN	33280.79					CHK TOT	0
	R-001	PRIEST S	80.000	1475.39	ACH-CHKG	1156.93	F.I.T.	1585.39	1585.39	369.23	11/04/20	
		CLERGY R		276.92			MHI	1585.39			1585	
		MASS STI		110.00			EESOCSEC	1585.39			1156	
							MA STATE	1585.39	1585.39	59.23	1156	
					YTD EARN	24966.10					CHK TOT	0

Earnings should be coded as **Priest Stipend**, not as Regular earnings. Use **Mass Stipend** earnings codes for intention Mass payments. Hours should be entered for each pay period.

The per pay amount should match the Clergy Remuneration Policy for the Priest's year of ordination. Confirm that only one payment was made per pay period.

Clergy Room & Board can be allocated to each pay period, but should total \$600.00 per month. This amount is not taxed as earnings but is taxable for Social Security purposes.

MHI/EESOCSEC – Social Security withholding should be blank/show zero.

If a priest is reimbursed for **automobile insurance** or **Medicare Part B** (see below), confirm that these amounts are correct and have been entered with amounts that correspond to the frequency (i.e., \$48.42/bi-weekly pay vs. \$104.90/first pay of the month).

	R-001	PRIEST S	80.000	1486.92	401KPT	207.69	F.I.T.	1486.92	1279.23	126.92	09/23/20	
		MEDICARE		48.42	CLRG401M	59.48	MHI	1486.92			DEPOSIT	
HIRED 09/24/2012 TERMD STATUS Full Time		CLERGY R		276.92	ACH-SVNG	1143.03	EESOCSEC	1486.92			1535.00	
							MA STATE	1486.92	1279.23	57.70	1143.00	
					YTD EARN	29756.38					CHK TOT	0
	R-001	REGULAR	80.000	1362.70	401KPT	84.14	F.I.T.	2382.70	2298.56	390.36	04/08/20	
		CLERGY A		700.00	CLRG401M	67.31	MHI	2382.70			DEPOS	
		CLERGY R		276.92	ACH-CHKG	1790.97	EESOCSEC	2382.70			2382	
		MASS STI		320.00			MA STATE	2382.70	2298.56	117.23	1790	
					YTD EARN	11168.90					DIR DEP	1790
											CHK TOT	0

SAMPLE PRIEST CHECK HISTORY