

Employee Age	National Minimum Wage	Weekly Hours No-Ins-Tax -To Pay*	Monthly Hours No-Ins-Tax - To Pay*	Monthly Pay No-Ins-Tax - To Pay*	Employees pay 12.00% Insurance on earnings above*	Employee start to Pay 20% Tax on earnings above*	Work Place Pension	Auto Enrolment Threshold Employee: 5%, Employer 3%	Qualified Earnings	Sick Pay	£96.35 Per week	
23+	£8.91	20	89	£792.99	Weekly	£184	Weekly	£242	Weekly	£192	£120	Holiday Pay 5.6 weeks/28 Days/year pro rata E.g. Working 3 days/week, then (3 x 5.6=16.8days)
21-22	£8.36	22	95	£794.20	Monthly	£797	Monthly	£1,048	Monthly	£833	£520	
18-20	£6.56	28	121	£793.76	Yearly	£9,568	Yearly	£12,570	Yearly	£10,000	£6,240	
Under18	£4.62	39	172	£794.64	The National Minimum Wage Regulations 2015, Regulation 59; Records to be kept by an employer 59—(1) The employer of a worker who qualifies for the national minimum wage must keep in respect of that worker records sufficient to enable him to demonstrate compliance with the Regulations. You must register as Employer if you pay more than £120/wk or £520/mo to any employee, or have another job.							

[Source: https://www.gov.uk/guidance/rates-and-thresholds-for-employees-2021-to-2022](https://www.gov.uk/guidance/rates-and-thresholds-for-employees-2021-to-2022)



SEP 2021		Employee No 1			Employee No 2			Employee No 3			Employee No 4			Employee No 5			Total Hours
Business Name		Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	
Date	Day	Hours			Hours			Hours			Hours			Hours			
1	Wed																
2	Thu																
3	Fri																
4	Sat																0
5	Sun																0
6	Mon																
7	Tue																
8	Wed																
9	Thu																
10	Fri																
11	Sat																0
12	Sun																0
13	Mon																
14	Tue																
15	Wed																
16	Thu																
17	Fri																
18	Sat																0
19	Sun																0
20	Mon																
21	Tue																
22	Wed																
23	Thu																
24	Fri																
25	Sat																0
26	Sun																0
27	Mon																
28	Tue																
29	Wed																
30	Thu																
Total Monthly Hrs		0						0						0			
Rate/Hr		£0.00						£0.00						£0.00			
Monthly Wages		£0.00						£0.00						£0.00			
Signature/Remarks																	

Please don't forget to TOTAL monthly hours. Information provided are simplified for employers information and guidance only. No liability accepted. Google for updated info on gov.uk