



INCORPORATED MARY KAY DIRECTORS COMMISSION WORKSHEET

DATE _____

To discover the correct income to go home in various forms:

- 1. This month's _____ preliminary check _____.
- 2. This month's _____ 15th check _____.
- 3. The amount needed to supplement unit expenses _____.
- 4. 1 + 2 - 3 _____.
- 5. Divide 4 by 2 _____.
- 6. This is the first check written to you – It is a Retained Earnings check.
Your monthly lease between you and your corporation _____.
- 7. This is the second check written to you – It is a Lease check.
Line 4 less lines 5 + 6 = Gross payroll _____.

Fax this worksheet to Accounting Unlimited and your payroll will be figured and it will be faxed back to you. You will write the "Net" amount to yourself as payroll.

Payroll Gross _____
 Social Security _____
 Medicare _____
 Federal _____
 State _____
 County _____

Net Check _____

Your Federal Deposit is due by _____ and is \$ _____.