

## WAGE CALCULATION WORKSHEET

(1F/24)

If the employment verification states both an hourly wage and a year-to-date wage; use this worksheet to calculate the higher of the two. Use the highest calculation of income to determine the applicant's eligibility.

Property Name	Unit Number
Applicant Name	Employer

### HOURLY WAGE CALCULATION

	Rate of Pay	Hours Worked	Weekly Wage	x 52	Annual Wage
Wage		x	=	x	=
Shift Differential Rate		x	=	x	=
Overtime Rate		x	=	x	=
Wage Increase <sup>1</sup> (regular hours)		x	=	x	=
Wage Increase <sup>1</sup> (overtime hours)		x	=	x	=
			Rate of Pay	Frequency	
Commissions/Bonuses/Tips/Other					
Total Hourly Annual Wages					

### WAGE INCREASE CALCULATION AREA, IF APPLICABLE

Calculate increase only for the months within the 12 months lease period pertaining to each tenant. (1 month = 4.33 weeks)

Starting Date of Increase	Months x 4.33	Equals Weeks Worked
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<sup>1</sup> Calculate Wage Increase using Rate of Increase Only (Percent of Increase x Hourly/Overtime Wage = Rate of Pay)

Percent of Increase	Hourly Wage	Rate of Pay
Percent of Increase	Overtime Wage	Rate of Pay

### YEAR-TO-DATE WAGE CALCULATION

Salary on Verification	Total Employment Days <sup>3</sup> ÷	Daily Rates =	Days x 365	Annual Salary =
The above YTD salary includes commissions/bonuses/tips/other payment listed on the corresponding employment verification. <input type="checkbox"/> Yes <input type="checkbox"/> No				
			Rate of Pay	Frequency
Commissions/Bonuses/Tips/Other				
Pay Increase (see wage increase calculation)				
Other				
Total Annualized YTD Salary				

TOTAL EMPLOYMENT DAYS CALCULATION		ADDITIONAL CALCULATIONS/EXPLANATIONS
Calendar	Days Worked	
January (31/31)		
February (28/59)		
March (31/90)		
April (30/120)		
May (31/151)		
June (30/181)		
July (31/212)		
August (31/243)		
September (30/273)		
October (31/304)		
November (30/334)		
December (31/365)		
Total Employment Days <sup>3</sup>		