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| |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | ООО "Альфа"  **РАСЧЕТНЫЙ ЛИСТОК ЗА ФЕВРАЛЬ 2021 Г.**   |  |  | | --- | --- | | **Потапов Алексей Николаевич (021)** | **К выплате: 3 616,37** |   Подразделение: отдел продаж  Должность: менеджер  Оклад: 30 000 руб. | | | | | | | | | |  | **Начислено:** | | | | **Удержано:** | | |  | | Вид | Период | Дни (часы) | Сумма, руб. | Вид | Период | Сумма, руб. | | Оплата по окладу | 01.02.2021 - 16.02.2021 | 12 раб. дн. | 18 947,37 | НДФЛ с оклада | февраль 2021 | 2 281 | | Отпускные | 17.02.2021 - 05.03.2021 | 16 календ. дн. | 15 200,00 | НДФЛ с отпускных | февраль 2021 | 1 976 | | Всего начислено |  |  | 34 147,37 | Всего удержано |  | 4 257 | | **Выплачено:** | | | |  | | | | Отпускные по РКО от 12.02.2021 N 61 | | | 13 224,00 | | Аванс за февраль 2021 по платежной ведомости от 15.02.2021 N 3 | | | 13 050,00 | | Всего выплачено | | | 26 274,00 | | **Справочно:** | | | | | Облагаемый НДФЛ доход с начала года: | | | 64 147,37 | | Применено вычетов по НДФЛ за февраль 2021: | | |  | | - стандартных | | | 0 | | - на детей | | | 1 400,00 | | - имущественных | | | 0 | | - социальных | | | 0 | |  |  | | |  |  | | |  | |

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| ООО "Альфа"  **Журнал учета выдачи расчетных листков**  **Расчетные листки за январь 2021 г.**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | N п/п | Табельный номер | Ф.И.О. | Дата | Подпись | | 1 | 032 | Жихловин П.А. | *05.02.2021* | *Жихловин* | | 2 | 017 | Лесков А.П. | *05.02.2021* | *Лесков* | | ... | ... | ... | *...* | *...* | | 32 | 021 | Потапов А.Н. | *05.02.2021* | *Потапов* |   Ответственный за выдачу расчетных листков Бухгалтер *Петрова* Петрова Е.П.  Должность подпись расшифровка подписи |