

**Directions:** Click on the blue terms to jump to their definition and links to more information.

**Hennepin County**  
 300 S 6th Street  
 Minneapolis, MN 55487  
 612/348-3000

Pay Group: <a href="#">Pay Begin Date:</a> <a href="#">Pay End Date:</a>	Business Unit: Advice #: <a href="#">Advice Date:</a>
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Name Address	Employee ID:	<b>TAX DATA:</b>	Federal	MN State
	Department:	Marital Status:		
	Location:	Allowances:		
	Job Title:	Addl. Pct:		
	Pay Rate	Addl. Amt:		

<u>HOURS AND EARNINGS</u>						<u>TAXES</u>		
<u>Description</u>	<u>Rate</u>	<u>Current</u>		<u>YTD</u>		<u>Description</u>	<u>Current</u>	<u>YTD</u>
		<u>Hours</u>	<u>Earnings</u>	<u>Hours</u>	<u>Earnings</u>			
						<a href="#">Fed Withholding</a>		
						<a href="#">Fed MED/EE</a>		
						<a href="#">Fed OASDI/EE</a>		
						<a href="#">MN Withholding</a>		

<u>BEFORE-TAX DEDUCTIONS</u>			<u>AFTER-TAX DEDUCTIONS</u>			<u>EMPLOYER PAID BENEFITS</u>		
<u>Description</u>	<u>Current</u>	<u>YTD</u>	<u>Description</u>	<u>Current</u>	<u>YTD</u>	<u>Description</u>	<u>Current</u>	<u>YTD</u>
<a href="#">Deferred Comp 457(b) Plan</a>			<a href="#">Dependent Life</a>			<a href="#">AFSCME Spon Dental</a>		
<a href="#">Dental</a>			<a href="#">PERA Life Ins High</a>			<a href="#">Basic Life and AD&amp;D</a>		
<a href="#">Flexible Spending Account DCAP</a>			<a href="#">Roth 457</a>			<a href="#">Dental Subsidy</a>		
<a href="#">Flexible Spending Account HCEA</a>			<a href="#">Spouse Supplemental Life</a>			<a href="#">Long-Term Disability</a>		
<a href="#">Flexible Spending Acct Parking</a>			<a href="#">Supplemental Life and AD&amp;D</a>			<a href="#">Medical</a>		
<a href="#">HCSP ERHIP</a>			<a href="#">Union Deductions</a>			<a href="#">MetroPass/Go-To Bus Cards Subsidy</a>		
<a href="#">HCSP Percent</a>						<a href="#">PERA Coordinated Plan</a>		
<a href="#">Medical</a>						<a href="#">PERA Correctional Fund</a>		
<a href="#">MetroPass/Go-To Card</a>						<a href="#">PERA Police &amp; Fire Fund</a>		
<a href="#">Parking Pre-Tax</a>						<a href="#">Short-Term Disability</a>		
<a href="#">PERA Coordinated Plan</a>								
<a href="#">PERA Correctional Fund</a>								
<a href="#">PERA Police &amp; Fire Fund</a>								
<a href="#">Supplemental Life and AD&amp;D</a>								
<a href="#">Vision</a>								
<b>TOTAL:</b>			<b>TOTAL:</b>			<b>*TAXABLE</b>		

<b>TOTAL GROSS</b>	<b>FED TAXABLE GROSS</b>	<b>TOTAL TAXES</b>	<b>TOTAL DEDUCTIONS</b>	<b>NET PAY</b>
Current				
YTD				

<b>NET PAY DISTRIBUTION</b>			
	<u>Account Type</u>	<u>Account Number</u>	<u>Deposit Amount</u>
Advice			
<b>TOTAL:</b>			

**Pay Begin Date:** The first day of the pay period for which you are being paid.

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**Pay End Date:** The last day of the pay period for which you are being paid.

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**Advice Date:** The date the check (advice) was issued.

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**Tax Data:** The Tax Data section of your pay statement shows what you've claimed on your Form W-4:

- Marital Status: The marital status you claimed on your W4
- Allowances: Number of tax allowances you claimed on your W4
- Addl Amt: Any additional amounts you have claimed on your W4

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**Hours and Earnings:** This section details the pay you are receiving and recaps your year-to-date (YTD) e The most common earnings include:

- Regular Pay - hours paid for hours worked
- Overtime @ 1.5- Hours paid at 1.5 your normal hourly rate
- Holiday
- PTO/Vacation/Sick

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**Fed OASDI/EE:** Employee share of old age survivors and disability insurance. [More information.](#)

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**Minnesota Withholding:** State tax typically calculated using a withholding table based on information you supplied on your W4. [More information.](#)

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**Federal Withholding:** Federal tax typically calculated using a withholding table based on information you supplied on your W4. [More information.](#)

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**Fed MED/EE:** Employee share of federal Medicare. [More information.](#)

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**Employer-Paid Benefits:** As part of Total Rewards, these are the county's contributions toward the cost of your benefits. None of the employer-paid benefits are deducted from your pay.

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**AFSCME sponsored dental:** The county takes a pre-tax deduction for Delta dental insurance.

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**Basic life AD&D** (accidental death and dismemberment): The premium paid by the county for a \$30,000 term basic life insurance and accidental death and dismemberment policy for you. [More information](#).

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**Dental subsidy:** The county provides a 40 percent contribution (non-union employees only) towards the cost of dental insurance. [More information](#).

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**Long term disability:** Long term disability premiums are paid by the county from you trading a portion of your sick leave or PTO hours each pay period. [More information.](#)

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**Medical:** The county provides a contribution towards the cost of your health coverage. [More information.](#)

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**Metropass/Go-To Cards:** The county provides a 40 percent contribution towards the cost of all types of Metro Transit Metropass or Go-To cards. [More information.](#)

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**PERA Coordinated Plan:** The county contributes a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**PERA Correctional Plan:** Contribution of a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**Police and Fire Plan:** The county contributes a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**Short-Term Disability:** The disability option you elected is paid by the county from your trading a portion of your sick leave/PTO hours. [More information.](#)

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**Before-Tax Deductions:** Before-tax deductions from your pay reduce your taxable wages. Some before-tax deductions will reduce your federal and state wages, while others will also reduce your Social Security and Medicare wages. These deductions occur every pay period.

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**Deferred compensation 457(b) plan:** The pre-tax contribution you elected to supplement your retirement.  
[More information.](#)

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**Dental:** The pre-tax deduction for the dental insurance you elected, less the 40 percent contribution by the county towards the cost. [More information.](#)

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**Flexible Spending Account DCAP:** This is the pre-tax Dependent Care Assistance Program benefit you elected for this year. [More information.](#)

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**Flexible Spending Account HCEA:** The pre-tax Health Care Expense Account benefit you elected for this year.  
[More information.](#)

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**Flexible Spending Account Parking:** The pre-tax parking benefit you elected. The deduction occurs two paychecks per month. [More information](#).

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**H CSP ERHIP** (Health Care Savings Plan – Early Retiree Health Insurance Program): Contribution of one percent of your earnings to the Health Care Savings Plan. [More information](#).

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**HCSP Percent:** Contribution of one percent of your earnings to the Health Care Savings Plan. [More information.](#)

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**Medical:** The portion of your health insurance deduction that is not taxed. [More information.](#)

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**Metropass/Go-To Cards:** The deduction for the transit pass you elected. The county provides a 40 percent contribution towards the cost of all types of Metro Transit Metropass or Go-To cards. [More information.](#)

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**Parking Pre-Tax:** The deduction you elected to pay for parking in a county-owned lot. [More information.](#)

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**PERA Coordinated Plan:** Contribution of a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**PERA Correctional Plan:** Contribution of a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**Police and Fire Plan:** Contribution of a percentage of your earnings to the Public Employees Retirement Association. [More information.](#)

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**Supplemental life AD&D** (accidental death and dismemberment): The additional life insurance you elected above the amount provided by the county. The premium of the first \$20,000 is pre-taxed. [More information.](#)

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**Vision:** This is the pre-tax deduction for the vision insurance you elected. [More information.](#)

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**After-Tax Deductions:** After-tax deductions do not reduce your taxable wages. They are taken only after taxes have been withheld from your taxable wages. Most of these deductions occur every pay period.

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**Dependent life:** The deduction for the premium portion of life insurance you elected for your dependent children. [More information.](#)

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**PERA life insurance:** The deduction (occurs the second check of the month) for the premium for the Public Employees Retirement Association life insurance benefit you elected. [More information.](#)

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**Roth 457:** The after-tax contribution you elect to supplement your retirement. [More information.](#)

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**Spouse supplemental life:** The premium portion of life insurance you elected for your spouse/domestic partner. [More information.](#)

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**Supplemental life AD&D** (accidental death and dismemberment): The premium portion of the additional life insurance you elected above the amount provided by the county. The premiums for coverage above \$20,000 is taken with after-tax dollars. [More information.](#)

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**Union deductions:** The county takes various deductions, such as union dues, as a service to its unions. [Union contact information](#).

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