

# Record of Labor Expense and Payroll Tax Summary

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
TOTAL MONTHLY REVENUES													
<b>CLEANING STAFF EXPENSE</b>													
Total Wages Paid to Cleaning Staff													
Direct Labor as % of Revenues													
Employer's share of FICA													
Employer's share of Medicare													
Federal Unemployment Tax (FUTA)													
State Unemployment Tax (SUTA)													
Workers' Compensation Insurance													
Payroll Burden as a % of Revenues													
Total Cleaning Payroll Expense													
Total Cleaning Payroll % of Revenues													
<b>ADMINISTRATIVE STAFF EXPENSE</b>													
Total Administrative Payroll Expense													
% of Administrative Expense/Revenue													
Employer's share of FICA													
Employer's share of Medicare													
Federal Unemployment Tax (FUTA)													
State Unemployment Tax (SUTA)													
Workers' Compensation Insurance													
Payroll Burden as a % of Revenue													
Total Administrative Payroll Expense													
Total Administrative Payroll %													

SAMPLE

