

MOUNT PLEASANT CENTRAL SCHOOL DISTRICT
Thornwood, New York 10594

2023

All Timesheets and Extra Pay Forms must be submitted for administrator approval no later than two weeks following the date worked. Late submission will result in delay/denial of payment.

NOTICE OF CLAIM FOR PAYMENT – EXTRA DUTY ASSIGNMENT

School Year:

Date:

EMPLOYEE NAME:

ACTIVITY:

AMOUNT DUE:

_____ Tax According to Withholding Forms on File

_____ Federal 22%
State 11.70%
NY City 4.25 %(if applicable)
Yonkers 1.959 %(If applicable)

Signature of Employee

Administrator

____ / ____ / ____
Date