

ITEMIZED PAY STATEMENTS

Effective January 1, 2026, [SB 906](#) (2025) requires that all employers notify all new hires of information about earnings and deductions to help them understand what is contained in the itemized statement.

Understanding Your Pay Statement

You can expect to receive an itemized pay statement with every payment of wages, commissions, or salary. We are providing the following information to ensure you understand the information on your itemized pay statement. Please reach out to payroll@vanderhouwen.com with any questions you may have.

Pay period:

All employees are issued a paycheck bi-weekly every other Friday. Each paycheck will include earnings for all work performed through the end of the previous payroll period. Your pay stubs will be available electronically in Paylocity. In the event that a regularly scheduled payday falls on a day off such as a holiday, you will receive pay on the last day of work before the regularly scheduled payday.

Workweek for purposes of overtime (if applicable):

12:00 am on Saturday through 11:59 pm on Friday

Types of pay may include:

| | |
|-------|-------------|
| BONUS | Bonus |
| BRVMT | Bereavement |
| COMM | Commission |
| DT | Double-time |
| HOL | Holiday |
| JURY | Jury Duty |
| OT | Overtime |
| PTO | PTO |
| REG | Regular |
| RETRO | Retro |
| SALRY | Salary |
| SEVER | Severance |
| OTC | Overtime |

| | |
|-------|-------------------|
| OTD | Daily Overtime |
| MISC | Miscellaneous Pay |
| REIMB | Reimbursement |
| PTOPO | PTO EOY |
| JDUTY | Jury Duty |

Possible Benefit Contributions:

| | |
|-------|-----------------------------|
| 401ER | 401k Match |
| ERMED | ER Cost of Medical |
| SICK | Sick |
| VAC | Vacation |
| ERHSA | ER HSA |
| SHMED | Shareholder Medical |
| ESCA | SCA Benefits |
| SCAME | SCA - MED |
| SCA4K | SCA - 401K |
| LIFEE | Executive Life & Retirement |
| NYCV | NY Child Vaccination |
| NYEV | Covid-19 EE Vaccination |
| COSIK | CO Covid Sick |
| CSFPH | SanFran PHE Leave |

Possible Deductions: [The following are examples; include all the types of taxes, local taxes, and deductions applicable to employees corresponding payroll codes]

Taxes:

| | |
|---|-------------------|
| Old-Age, Survivors and Disability Insurance (OASDI) | |
| Medicare | |
| Federal Withholding (FICA) | |
| State Tax – OR | |
| Oregon Statewide Transit Tax (OSTT) | |
| Oregon Worker Benefit Fund (ORWBF) | |
| Paid Leave Oregon (PDLOR) | |
| 3602A | 360201 WA L&I |
| 5302A | 530200 WA L&I |
| WLI01 | EE Washington L+I |
| WLI02 | EE Washington L+I |
| WLI03 | EE Washington L+I |

Benefits:

| | |
|-------|-------------|
| 401K | 401k |
| 401L1 | 401k Loan 1 |
| 401L2 | 401k Loan 2 |
| 401L3 | 401k Loan 3 |

| | |
|-------|-----------------|
| 401L4 | 401k Loan 4 |
| 401L5 | 401k Loan 5 |
| 401L6 | 401k Loan 6 |
| 401L7 | 401k Loan 7 |
| 401L8 | 401k Loan 8 |
| 401L9 | 401k Loan 9 |
| 4ROTH | Roth 401k |
| DNTLC | Dental-EC |
| DNTLD | Dental-EE+DP |
| DNTLE | Dental-EE |
| DNTLF | Dental-EF |
| DNTLS | Dental-ES |
| HSA | Optum HSA |
| MDCHC | Med-Cont-HD-EC |
| MDCHE | Med-Cont-HD-EE |
| MDCHF | Med-Cont-HD-EF |
| MDCHS | Med-Cont-HD-ES |
| MDCPC | Med-Cont-PPO-EC |
| MDCPE | Med-Cont-PPO-EE |
| MDCPF | Med-Cont-PPO-EF |
| MDCPS | Med-Cont-PPO-ES |
| MDIHC | Med-Int-HD-EC |
| MDIHE | Med-Int-HD-EE |
| MDIHF | Med-Int-HD-EF |
| MDIHS | Med-Int-HD-ES |
| MDIPC | Med-Int-PPO-EC |
| MDIPE | Med-Int-PPO-EE |
| MDIPF | Med-Int-PPO-EF |
| MDIPS | Med-Int-PPO-ES |
| SCA | SCA Benefits |
| VIS1C | Vision-EE+1C |
| VISEC | Vision-EC |
| VISED | Vision-EE+DP |
| VISEE | Vision-EE |
| VISEF | Vision-EF |
| VISES | Vision-ES |

Other Deductions:

| | |
|-------|---------------------|
| ERHSA | ER HSA |
| SHMED | Shareholder Medical |
| ADVER | Advertising |
| AFLAC | Aflac |

| | |
|--------|-----------------------------|
| AFLPT | Aflac Post Tax |
| BCKGD | Background Checks |
| BNKRP | Bankruptcy |
| CELL | Cell Phone |
| CGIFT | Client Gifts |
| CHLD1 | Child Support 1 |
| CHLD2 | Child Support 2 |
| CHLD3 | Child Support 3 |
| CHLDN | Child Support NonEFT |
| CMLS | Client Meals & Ent |
| COLOL | Colonial Life |
| COLPT | Colonial Life Post Tax |
| DISBL | Short-Term Disability |
| DUES | Dues & Subscriptions |
| EXREI | Expense Reimbursement |
| GARN1 | Garnishment 1 |
| GARN2 | Garnishment 2 |
| INTER | Internal Meal Morale |
| INTRN | Internet |
| LEVY | Levy |
| LIFE | Group Life |
| LIFEE | Executive Life & Retirement |
| LNGTC | Long Term Care |
| LNKIN | LinkedIn |
| LTD | Long Term Disability |
| NTWRK | Network Events |
| PDIEI | Per Diem |
| PRKNG | Parking |
| PSTG | Postage |
| REIMB | Reimbursement |
| SLEVY | State Levy |
| SLOAN | Student Loan |
| SPNSR | Sponsorship |
| SUPPLY | Office Supplies |
| TRANS | Transportation Pass |
| TRNGS | Training & Seminars |
| TRVL | Travel & Lodging |
| LIFEC | Vol Life Child |
| LIFED | Life Dom Partner |
| LIFES | Vol Life Spouse |
| LOAN | Loan |

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