



COMPANY: \_\_\_\_\_

NAME: \_\_\_\_\_ DATE \_\_\_\_\_

**SUMMARY OF EMPLOYEE BENEFITS COSTS**

| <b>Description of Benefits</b>   | <b>Cost to Company</b> | <b>Cost to Employee</b> |
|--|------------------------|-------------------------|
| <p><b>WAGES AND/OR SALARY</b><br/>           This number is gross wages or salary less the amounts withheld for FICA, Medicaid Insurance or head taxes. It does include any income taxes which were withheld, as personal tax cost.</p>  | _____                  | \$ _____                |
| <p><b>COST OF FICA INSURANCE &amp; MEDICAID INSURANCE</b><br/>           These are included separate from wages or salaries as both the employee and the employer contribute and these are a cost to both.</p>   | \$ _____               | \$ _____                |
| <p><b>FEDERAL &amp; STATE UNEMPLOYMENT INSURANCE</b><br/>           Employees may benefit from this program in the event of loss of employment for short or long term. This is insurance that we all hope will never be used. This cost is only a cost to the company.</p>   | _____                  | \$ _____                |
| <p><b>AURORA OCCUATIONAL PRIVILEGE TAX (HEAD TAX)</b><br/>           This tax is levied on both the employee and the employer for the privilege of working in the city of Aurora.</p>  | _____                  | _____                   |
| <p><b>WORKER'S COMPENSATION INSURANCE.</b><br/>           This insurance covers medical and disability costs if you are injured on the job. This is paid for by the employer.</p>  | _____                  | \$ _____                |
| <p><b>COMPANY GROUP HEALTH INSURANCE COVERAGE.</b><br/>           This insurance is purchased by the company to provide basic health and major medical insurance coverage. The policy may allow employees to have some special extra coverages, however, the extra cost is the responsibility of the employee.</p> | _____                  | \$ _____                |
| <p><b>EMPLOYEE LIFE INSURANCE</b><br/>           Life insurance is usually a part of the group health insurance plan, in some cases extra insurance may be added at employee expense, or the company may choose to buy extra insurance on key employees.</p>   | _____                  | \$ _____                |
| <p><b>USE OF COMPANY AUTO OR AUTO REIMBURSEMENT</b><br/>           The cost of personal use of company autos must be added to that employee's wages as extra compensation taxable as wages. In addition, the company may reimburse employees for parking and their personal vehicle.</p>                           | \$ _____               | \$ _____                |



**Description of Benefits**

**Cost to Company**

**Cost to Employee**

**COMPANY PAID MEALS AND SOCIAL FUNCTIONS**

The company at times will pay for meals at which business is transacted or for some special occasion. These meals are only partially deductible as an expense but there will never be a cost to the employee.

\_\_\_\_\_ \$ \_\_\_\_\_

**EDUCATION, SEMINARS AND OTHER TRAINING COSTS**

In its efforts to keep its employees current in all aspects of its business, or to develop additional skills, the company pays for its employees to attend classes, seminars and other educational functions which raise the marketable skill level of employees.

\_\_\_\_\_ \$ \_\_\_\_\_

**MINOR MEDICAL EXPENSE REIMBURSEMENTS**

The company will sometimes pay for minor medical expenses for an on the job injury to sidestep the time and expense of preparing and filing of a Worker's Compensation claim. Also, the company will consider payment for some types of wellness care.

\$ \_\_\_\_\_ \$ \_\_\_\_\_

**VACATION AND SICK LEAVE**

The company provides for annual vacations and up to four sick days each year. In some cases the company incurs additional costs to cover for the missing employee. Excess sick days will be repaid to the company in the form of payroll deductions.

\_\_\_\_\_ \$ \_\_\_\_\_

**COMPANY PENSION PROGRAMS, SEP, DEFERAL**

The company will support employees in their efforts to build a retirement fund. This will be accomplished through a wage reduction SEP program. The company currently has no 401K or other pension or profit sharing programs.

\_\_\_\_\_

**TOTAL COMPENSATION**

This represents your total compensation package and its cost to you and the company. If you have questions, please see your supervisor.

\_\_\_\_\_ \$ \_\_\_\_\_

**TAKEHOME INCLUDING INCOME TAXES:**

\_\_\_\_\_ \$ \_\_\_\_\_

**Notes:** \_\_\_\_\_

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