JA Company Program®

Junior Achievement®

Administrative Record

JA Company Name:_____ **VP of Human Resources**:_____

Student Information		Payroll Information (complete upon liquidation)																	
Phone	**Name**	**Company Meeting Dates**											**Pay Rate**	**Total Hours**	**Wages**	**Salaries**	**Commis-sions**	**Total Earned**	**Check Number**
		Enter the total hours worked during the meeting:																	