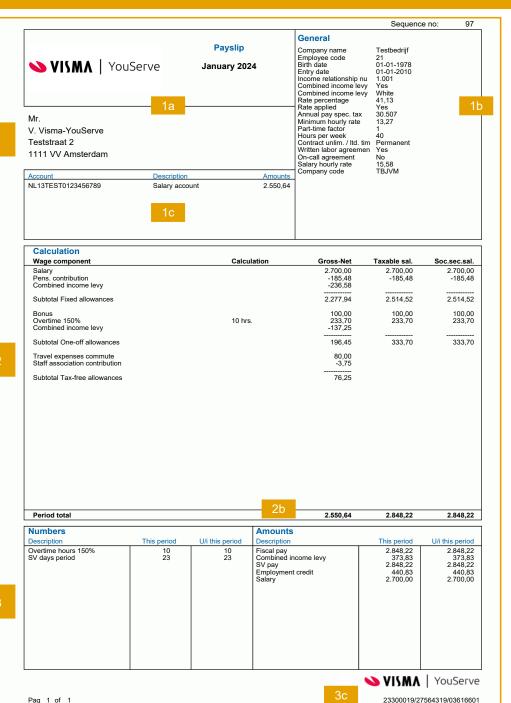
# **Explanation salary specification**

# **VISMA** YouServe



As an employee you receive a period salary and a salary specification. Below you will find a description and explanation of what is presented on your specification. The specification used in this document is an example and is compiled at the beginning of January 2024 based on the information known at that time. Changes in legislation later this year are not incorporated. No rights can be derived from the content of this explanation.

# 1 - Upper part

#### 1a - Payslip

Sequence no: on the top right hand corner you will find the sequence number of the specification. This number increases each next specification.

Logo: on the left you see the Visma | YouServe logo or your company logo. Month and Year: the month and year of your salary calculation. Below your name and address is printed.

Here you will find information about you and your job at your employer, although not every item is mentioned. Besides your date of birth and the date you started at your employer, the following is presented on this example explanation.

- Company name: the name of your company. •
- Employee code: your personal registration number.
- Income relationship nu: this is a unique number to identify your income tax registration number in combination with your personal registration number.
- Combined income levy: indication Yes means that a tax-free allowance will be deducted • from your income tax and national insurance contributions.
- Combined income levy: indication White means that your income tax is calculated ac-• cording the White tax rating table. This applies to your current wades.
- Rate percentage: this special rate tax is used to calculate income tax on fees such as holiday allowance, bonuses and overtime.
- **Rate applied**: in this example payslip the special rate has been applied.
- Annual pay spec. tax: on these wages you have paid income tax last year. These wages are used to determine a special rate tax.
- **Minimum hourly rate:** this is your regulatory minimum hourly rate. .
- Part-time factor: your part-time factor. Your part-time factor is 1 when you work full-. time. Your part-time factor is 0.8 when you work 80%.
- Hours per week: the number of hours you normally work per week. •
- Contract unlim. / Itd. tim: if you have a permanent contract, then it says Indefinitely; for a temporary contract, it says limited time.
- Written labor agreemen: indicates how your employment contract is recorded. If this is in writing, the indication is Yes, otherwise it is No.
- On call agreement: if the number of hours that you work per period (week or month) is • not recorded in your employment contract, then there is a on call agreement and it says Yes. Otherwise it savs No.
- Salary hourly rate: your wage per hour. ٠
- **Company code:** registration details of your employer at Visma | YouServe.

### 1c - Transfer details

It is possible to transfer your net salary to several bank accounts. In this example payslip, the employee has the entire amount transferred to his salary account each period.

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# 2 - Middle part - Calculation and Totals

Wage component	Calculation	Gross-Net	Taxable sal.	Soc.sec.sal
Salary Pens. contribution Combined income levy		2.700,00 -185,48 -236,58	2.700,00 -185,48	2.700,00 -185,48
Subtotal Fixed allowances		2.277,94	2.514,52	2.514,52
Bonus Overtime 150% Combined income levy	10 hrs.	100,00 233,70 -137,25	100,00 233,70	100,00 233,70
Subtotal One-off allowances	2a	196,45	333,70	333,70
Travel expenses commute Staff association contribution		80,00 -3,75		
Subtotal Tax-free allowances		76,25		

#### 2a - Calculation

Here you can see how the net salary is calculated. The **Calculation** column shows the hours worked on witch the calculated amount is based. In the **Gross-Net** column you see the amounts that are added or deducted in order to arrive at the net salary.

The **Taxable sal.** column shows the amounts on which you have to pay income tax and national insurance contributions for the Dutch legislations AOW, ANW, WLZ.

In the **Soc.sec.sal.** column you see the amounts on which your employer has to pay social insurance contributions for the Dutch legislations WIA, WW, ZW.

The indication \* **(star)** means that this amount is calculated with retroactive effect, because of a legislation change or a change in your personal records.

Salary: your gross period salary.

**Pens. contribution**: deduction for your old age pension, bereaved pension and (if applicable) supplementary pension.

Combined income levy: deduction for income tax and national insurance contributions.

**Sub-total Fixed allowances**: these are subtotals of your regular wages. Also mentioned here are the basis for calculating income tax and social insurance contributions.

Bonus: one-off payment for a special achievement.

**Overtime 150%**: one-off payment of your overtime hours calculated as a percentage of your Salary hourly rate.

**Combined income levy** the income tax paid on these hours.

**Sub-total One-off allowances**: the subtotal amount of your one-time wages, in this example overtime hours.

Travel expenses commute: net allowance.

**Staff association contribution**: net deduction for your employees' association. **Sub-total Tax-free allowances**: the subtotal amount of net payments and deductions.

Period total 2.550,64 2.848,22	2.550,64 2.848,22 2.848,22

These are the totals of the columns. **Gross-Net** amount: your net salary that will be paid to you. **Taxable sal.** amount is the total amount on which you have to pay income tax and national insurance contributions which you also see at *3B*, *Amounts, Fiscal pay This period*. **Soc. sec.sal.** amount is the total amount SV pay, which you also see at *3B*, *Amounts, This period*.

## 3 - Bottom part - Numbers, Amounts and Registration details

#### 3a - Numbers

3a	Numbers		
	Description	This period	U/i this period
	Overtime hours 150% SV days period	10 23	10 23

Here you will find the number of days (**SV days**) used for the calculation of your wages. Also your overtime hours and the paid leave days can be mentioned here.

Your employer can choose to show different kinds of days or hours here, in this case overtime and SV days period. This can for example also be paid leave days or sick days, etc.

#### 3b - Amounts

Amounts 3		
Description	This period	U/i this period
Fiscal pay Combined income levy SV pay Employment credit Salary	2.848,22 373,83 2.848,22 440,83 2.700,00	2.848,22 373,83 2.848,22 440,83 2.700,00

Here you will find the basis amounts for the calculation of income tax, social and national insurance contributions, tax reductions and your salary.

These are both the amounts of this period and the cumulatives (U/i this period), here only of January.

#### 3c -Technical registration details



Bottom right is a series of numbers that characterize the specification. These are technical numbers with which Visma | YouServe can identify the specification.

# **Examples of Dutch legislations**

- ANW = Algemene nabestaandenwet
- AOW = Algemene ouderdomswet
- WLZ = Wet langdurige zorg
- WIA = Wet werk en inkomen naar arbeidsvermogen
- WW = Werkloosheidswet
- ZVW = Zorgverzekeringswet
- ZW = Ziektewet