



How to Read your Pay Statement

1 Top Section

- Pay Period Start & End Date and Pay Deposit Date
- Employee ID, Department, Location, Job Title and Pay Rate
- Personal Tax Exemptions (Including Additional Withholdings)

2 Hours & Earnings

- Details of all earnings received during the pay period show under *Current*, showing your *Total Gross*. Values will continue to accumulate under *Year To Date*: Basic Salary (80, 40, etc.), Overtime, Vacation, Bonuses (Profit Sharing, AIP, etc.), Vacation Payouts.

3 Before - Tax Deductions

- These deductions are deducted from your gross pay before your income taxes are calculated: Pension, Pension Buy Back, RRSP, Union Dues, Vacation Purchase Program.

4 Taxes

- These are government legislated and controlled directly by CRA: Canada Pension Plan, Quebec Pension Plan, Employment Insurance, Quebec Parental Insurance Plan, Canadian Income Tax, Quebec Income Tax.

5 After - Tax Deductions

- These are deducted after the calculation of your taxes: Health & Dental Benefits, Life Insurance, Personal Insurance, AC Shares, Repayment of Salary (Deduction).

6 Employer Paid Benefits

- These represent the company's contributions paid on your behalf (not deducted from your earnings, some are taxable): AD&D, Life Insurance, Health & Dental Benefits, Pension Contributions, Parking (with applicable Provincial Tax).

7 Bottom Section

- Total Gross Earnings (Canadian Income Taxable/Quebec Income Taxable Earnings)
- Timebank Total
- Net Pay (Amount after Deductions and Taxes)
- Bank Account or Cheque Number
- Legend for Employer Paid Benefits (Federal or Provincial Taxable)

**Total Gross - Before Tax Deduction + Taxable Benefits (F only) =
Canadian Income (CIT) Taxable Gross**

**Total Gross - Before Tax Deduction + Taxable Benefits (F+P only) =
Quebec Income (QIT) Taxable Gross**

Air Canada P.O. Box 768 Winnipeg, MB, R3C 2N2				Pay Group: Pay Begin Date: 2017/04/01 Pay End Date: 2017/04/30		Business Unit AC001 Advice # 00000000 Advice Date: 2017/04/28																																								
				Employee ID Department: Location: Job Title: Pay Rate:		TAX DATA: Federal Quebec Net Claim Amount: 11,635.00 11,635.00 Special Letters: Addl. Percent: Addl. Amount:																																								
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