

Colin J Moore

Mayor

Peggy Bing-O'Banner

Mayor Pro Tempore

Matthew Garnes

Town Clerk



Council Members

Stacy Pinckney

David Paul Murray

Alfred Washington

Town of Yemassee
Personnel Change / Action Authorization

Employee# _____

Employee Name: _____

Employee SSN: _____

Address: _____

New Telephone Number: (____) _____ - _____

Change only fields that are necessary

Changes	From	To
Department Name		
Position Name		
Salary (Hourly/Yearly)		
Name		
Social Security No		
Marital Status		
Federal Tax Status		
State Tax Exemption		
Family Court		
Tax Levy		
Uniforms		

Health Plan Deduction		
Dental Plan Deduction		
Vision Plan Deduction		
Opt Life Deduction		
Dependent Life Spouse		
Dependent Life Child		
SLTD		
Tobacco Premium		
Money Plus		
Aflac Deduction		
Liberty National Deduction		
Globe Life Deduction		

Supervisor Signature: _____

Date: _____

TO BE COMPLETED BY HUMAN RESOURCES

Date Entered into EBS: _____

Date Updated in ADP: _____

Benefits: _____