

Name
Payroll Protection Plan
Draw Request
Date: _____

Payroll - Employee

**Gross
Amount**

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Total Payroll \$ _____

Less: Adjustment for Annual in
Excess of \$100,000 (\$ _____)

| | | | |
|--------------|------------|----|----------|
| Limit | Weekly | \$ | 1,923.08 |
| | Bi-Weekly | \$ | 3,846.15 |
| | Bi-Monthly | \$ | 4,166.67 |
| | Monthly | \$ | 8,333.33 |

Allowable Payroll \$ _____

Expenses

- Health care expenses _____
- Retirement contributions _____
- State taxes imposed such as unemployment insurance premiums _____
- Interest on a mortgage in existence before 2/15/20 _____
- Rent on a lease in force before 2/15/20 _____
- Utilities – includes electricity, gas, water, telephone, Internet access _____

Total Draw \$ _____