



PAYROLL / PERSONNEL EXPANDED SUREPAY MESSAGE FILE

UPAY723 (R4/98) R1179

A / D MSG. NO.

1	2	3

1

TEXT

A / D MSG. NO.

1	2	3

2

TEXT

PAYCHECK DATE
OR BEGIN DATE

END DATE

CYCLES
ALL MO MA BW SM XX

3	M M D D Y Y	M M D D Y Y								
4	5	10	11	16	17	18	19	20	21	22

COMPLETE ONLY ONE OPTION:

A	ALL				LVL CODES E - Employee level A - Appt/Dist level					
23	24									
B	LVL	BUC	REP	SHC *	DUC *	AND/OR	BENEFIT	PLAN/GTN *		
23	24	25	26	27	28	29	30	32	33	35
C	PAY SCHED									
23	24	25								
D	BANK KEY									
23	24	25	26	27	28					
E	RTMT*	AND/OR	FICA							
23	24	25								
F	CITZ									
23	24									
G	W-4 *									
23	24									
H	DOS			OR	DOS					
23	24	26	27	29						

BENEFIT CODES
 ADD - AD & D
 DLI - Dependent Life Insur.
 DTL - Dental Plan
 EPD - Empl Paid Disability
 GLI - Group Life Insurance
 GTN - Gross-to-Net Number
 HLT - Medical Plan
 LGL - Legal Plan
 OPT - Optical

* Enter '@' if the value to match to is blank or space

PREPARED BY:	DATE
AUTHORIZED BY:	DATE