

Employee Deal Changes

Please complete this template when you are making any changes to someone's current deal that they have with the company. Any changes that are not on this template will not be processed.

EMPLOYEE NAME		COMPANY	
TEAM		MANAGER NAME	
JOB TITLE		HOURS (IF CHANGING)	
CAR/CAR ALLOWANCE			
PREVIOUS SALARY		NEW SALARY	
NEW TARGET(S)			
NEW COMMISSION STRUCTURE			
OVER-RIDE			
PLEASE STATE IN THE BOX BELOW IF THEY ARE MOVING FROM ONE COMPANY TO ANOTHER AND/OR IF THEIR SALARY IS TO BE SPLIT ACROSS MULTIPLE COMPANIES			