EXAMPLE

LETTERHEAD - COMPANY NAME

CERTIFIED PAYROLL RATES

EMPLOYEE NAME	POSITION / CLASSIFICATION	WAGE RATE
Admiral Crow	Principal	\$10.00
Lady Bird Johnson	Sr. Engineer	\$8.00
Frank Wright	Sr. Engineer	\$7.00
James Dean	Engineer	\$6.00
Walt Disney	Draftsman	\$4.50
George Clark	Surveyor	\$3.25
Howard Cosell	Surveyor	\$3.00
Jack Sparrow	Clerical	\$2.50
Joyce Brothers	Clerical	\$4.10
The undersigned hereby certifies the above labor rates are true and correct as of (date).		

SIGNATURE _____ DATE

MR./MS. AUTHORIZED PERSONNEL, TITLE