

## HOW TO PROCESS PAYROLL FOR EMPLOYEES WITH MULTIPLE PAY RATES

Question

### PLEASE REFER TO THE STEPS BELOW:

Answer

Payroll Mate can calculate multiple types of pay for an employee.

If an employee receives more than one income category, determine which income category applies to each employee and apply those income categories when paying that employee.

You need setup multiple types of income categories. Please refer to How to Add an Income Category:

[How to Add an Income Category | Payroll Mate® Software Tutorials](#)