



Date: _____

Store No: _____

Wage Increase Notice

Name _____

Amount of Increase _____

Old Rate _____

New Rate _____

Effective Date of New Rate _____

Reason for Increase _____

Increases can only start at beginning of a pay period which is always on Sunday

All increases must be approved by your Supervisor

Increases must be posted into e*restaurant for the effective date

Wage increase notice must be sent to the office via email to payroll@jacsmcd.com

If this is an annual raise, a copy of the employee signed performance review must be sent with this notice

The General Manager is responsible for communicating all increases

Manager Signature _____

Supervisor Approval _____

Date emailed to office _____