



HRS9960 - NY Payroll Extract Distribution by Name

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The report is sorted by name and prints contract and deduction data. Amounts are given per employee distribution account, employer contribution, and object code. The total line of the report displays the Cafe-125 total, the overall total costs for the employee, and other totals.

To calculate annual TRS 373 and on-behalf amounts, use the [general fund](#), the general fund for a new TRS employee, or [split funds](#).

| Parameter | Parameter Description |
|---|--|
| Sort by Alpha (A), Pay Campus (C), Primary Campus (P) | A - Sort the report alphabetically. C - Sort the report by pay campus. P - Sort the report by primary campus. This is a required field. |
| Select Frequency(ies), or blank for ALL | Type a one-digit frequency number separating multiple frequency numbers with a comma (i.e., E, F). Or, click  to search for payroll frequencies. Otherwise, leave blank to use all payroll frequencies. |
| Select Employee(s), or blank for ALL | Type the employee number separating multiple employee numbers with a comma. Or, click  to search for employees. Otherwise, leave blank to use all employee numbers. |
| Include Employee Contract Data? (Y/N), Even if salary zero (Z) | Y - Include employee contract data on the report even if the salary equals zero. N - Do not include employee contract data on the report. This is a required field. |
| Include Employee Deduction Data? (Y/N) | Y - Include employee deduction data on the report. N - Do not include employee deduction data on the report. This is a required field. |

[Generate the report.](#)