

SOLDIER'S INDIVIDUAL PAY RECORD

W. D., A. G. O. Form No. 28
March 26, 1942

16-28144-1

WAR DEPARTMENT
OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300

**THE ADJUTANT GENERAL
UNITED STATES ARMY
WASHINGTON, D. C.
U. S. A.**

Print on walnut-coloured A4 cardstock (approximately 200gsm)
to produce two Pay Record covers; print internal pages on standard
copy paper (70-80gsm), folding each page along its center, and affix
a single staple in the spine.

When printing, be sure to disable any fitting options in the
print dialogue to ensure the final print is the correct dimensions.

SOLDIER'S INDIVIDUAL PAY RECORD

W. D., A. G. O. Form No. 28
March 26, 1942

16-28144-1

WAR DEPARTMENT
OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300

**THE ADJUTANT GENERAL
UNITED STATES ARMY
WASHINGTON, D. C.
U. S. A.**

STRICTLY GI
WWII LIVING HISTORY GROUP

WWII Reproduction Paperwork by Strictly GI
www.strictly-gi.com

INSTRUCTIONS GOVERNING THE ISSUANCE AND USE OF SOLDIER'S INDIVIDUAL PAY RECORD

When issued.—Upon enlistment. Date of issue will be endorsed in soldier's service record on page 13.

Preparation.—Carefully complete all entries on page 2.

Purpose.—To identify and authorize payments to the soldier to whom issued and is to be kept by him in his personal possession at all times except when in the hands of personnel officers for preparation of pay rolls or vouchers, or verification with service record.

Payments.—Casual payments not in excess of amount due computed from the information contained in this book are authorized by AR 345-155, the provisions of which will be fully complied with. Entry of all amounts paid will be made on pages 4, 5, 6, or 7, together with complete information called for thereon. Amount due will be computed from and not in excess of amount earned since the first of the month prior to date shown in "Casual Data" on page 3; and collection will be made for all allotments, insurance premiums, and class A pay reservations. If again paid while absent from his organization, pay will be computed from date of last payment, in which event settlement should bring soldier's account to the end of the month, unless he is being returned to his organization, in which event he may be paid a partial payment, and entry made on pages 4, 5, 6, or 7. In exceptional cases where there is no Army Finance Officer available, this pay record may be presented to Navy, Marine, or State Department disbursing officers for pay.

Changes.—Any changes in status affecting the pay due will be entered on page 3.

Lost.—If this pay record becomes lost, duplicate may be issued only by the personnel officer having custody of soldier's service record.

All entries in this book will be authenticated by the signature (name, grade, and arm or service only) of a commanding officer.

(8)

U. S. GOVERNMENT PRINTING OFFICE

16-28144-1

SOLDIER'S INDIVIDUAL PAY RECORD

IMPORTANT

No payments to you will be made without this pay record if you are separated from your organization. Retain on your person at all times.

No changes or alterations will be made in this record other than as provided in instructions on page 8.

If this pay record is lost, report at once to your organization commander.

If this pay record is found and owner cannot be located, drop in U. S. mail—without postage.

(1)

W. D., A. G. O. Form No. 28
March 26, 1942

16-28144-1

Print double-sided on standard copy paper (70-80gsm) folding each page along its center, and affix a single staple in the spine.

When printing, be sure to disable any fitting options in the print dialogue to ensure the final print is the correct dimensions.

CHANGES AFFECTING PAY STATUS

Lined area for recording changes affecting pay status.

CASUAL DATA

Table for recording casual data with columns for date reported, net amount paid, and name of commanding officer.

(3)

16-28144-1

Main pay record table with columns for name of personnel officer, disbursing officers, net amount paid, pay reservation class A, compulsory allotment class, allotment class E, government insurance class, and date from and to.

(6)

STRICTLY GI

WWII LIVING HISTORIC GROUP

WWII Reproduction Paperwork by Strictly GI

www.strictly-gi.com

Name -----
Army serial No. -----
Grade -----
Years of service -----
(On date of opening this book)
Insurance, amount and class.. \$ -----
Insurance premium, monthly - \$ -----
Allotments, amount and class.. \$ -----
Compulsory allotments,
amount and class.----- \$ -----
Pay reservation, class A..... \$ -----
Technician grade -----
Additional pay for -----
Person to be notified in case of emergency:

(Name)

(Relationship; if friend, so state)

(Number and street or rural route; if none, so state)

(City, town, or post office) (State or country)
Date of opening this book -----

(Signature of enlisted man. Name, grade, and arm or
service only. Do not enter organization)
Witness to signature by officer preparing book:

(Signature—Name, grade, and arm or service only. Do
not enter organization)

(2)

(7)

16-28144-1

Date from and to	DEDUCTION			DISBURSING OFFICERS			Net amount paid	Pay reservation class A	Voucher No.	Month	Name, grade, and arm or service only	Name, grade, and arm or service only of personnel officer or detachment commander
	Government insurance class	Allotment class E	Compulsory allotment class									

(4)

(5)

16-28144-1

Print double-sided on standard copy paper (70-80gsm) folding each page along its center, and affix a single staple in the spine.

When printing, be sure to disable any fitting options in the print dialogue to ensure the final print is the correct dimensions.

