# Oregon Contractors
# Workers' Compensation Trust, Inc.

**(Company Name)**
**(Company Address)**
**(Company Address)**

**Monthly Self Reporting Worksheet**

**Policy Year (Policy Period Dates)**

**Month:** _____ **Year:** _____ **Current Experience Mod: (NCCI Mod Rate)**

| CODE | CLASSIFICATION | BASE RATE | MONTHLY PAYROLL | ADJ. RATE | CONTRIBUTION |
|---|---|---|---|---|---|
| 1 (####) | Class Description | 2 | 3 | 4 | 5 |
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SAMPLE

**Monthly Contribution** 6

**Monthly Contribution X 0.048** (WCD - Assessment Tax 4.8%) 7

**Total Monthly Contribution** 8

Explanation of Self Reporting Worksheet

1.) Numerical identification of class code
2.) Rate per class code before adjustments
3.) Total monthly payroll for specific class code
4.) Actual rate by which contribution per class code is calculated
5.) Total contribution per class code
6.) Total contribution for all class codes
7.) Multiply total contribution by WCD tax rate
8.) Total monthly contribution to be remitted to the Trust by the 15th of the month

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| CODE | CLASSIFICATION | BASE RATE | MONTHLY PAYROLL | ADJ. RATE | CONTRIBUTION |
|---|---|---|---|---|---|
| 8810 | Clerical Office Employees NOC | 0.23 | 25,000 | 0.19 | $ 47.50 |
| 5437 | Carpentry-Installation of Cabinet | 7.27 | 50,000 | 5.99 | $ 2,995.00 |
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SAMPLE

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|---|---|
| **Monthly Contribution** | $ 3,042.50 |
| **Monthly Contribution X 0.048** (WCD - Assessment Tax 4.8%) | $ 173.42 |
| **Total Monthly Contribution** | $ 3,215.92 |

**Instructions to computing contributions:**

**Method 1:**
**For each classification, divide total monthly payroll by 100; then multiply quotient by adjusted rate to find contribution.**

**Example: $ 25,000 ÷ 100 = $ 250 $ 250 x .19 = $ 47.50**

**Method 2:**
**For each classification, multiply total monthly payroll by .01 of adjusted rate to find contribution**

**Example: If adjusted rate is .19, multiply payroll by .0019 ($ 25,000 x .0019 = $ 47.50)**

**Total all contributions, multiply by the WCD tax to calculate the final contribution.**