

Statement Types

Last Modified on 10/07/2025 11:06 am PDT

Defining the time frame is the first item of business in building Total Rewards statements. It determines what data to capture and included.

There are two main time frames:

Retrospective Statement

- A “look back” at compensation and benefits provided in the previous calendar or fiscal year.
- Delivered once a year.

Current Statement

- Reflects current compensation and benefits, annualized for the full-year view.
- Typically done after benefits elections, annual bonuses, or profit-sharing.
- Can also be used at any point during the year, such as after Awards Year or for new hires

□ Best Practice

Do a retrospective statement for the past year, and include details for the new year as additional columns.

This hybrid approach provides:

- Recognition of what has been delivered.
 - Transparency on what the employee can expect moving forward.
-