

## Notice and Acknowledgement of Pay Rate and Payday

## Under Section 195.1 of the New York State Labor Law Notice for Multiple Hourly Rate Employees

1. Employer Information	<ol><li>Employee's rate(s) of pay for each type of work or shift:</li></ol>	each rate of pay. The overtime rate may vary from week to week.
Name:	\$per hour for	8. Employee Acknowledgement:
	\$per hour for	On this day I have been notified of my pay rate,
Doing Business As (DBA) name(s):	\$per hour for	overtime rate (if eligible), allowances, and designated payday on the date given below. I told my employer what my primary language is.
	4. Allowances taken:	
	☐ None	Check one:
FEIN (optional):	Tips per hour  Meals per meal	I have been given this pay notice in English because it is my primary language.
Physical Address:	Lodging Other	<ul><li>My primary language is</li><li>I have been given this pay notice in English</li></ul>
Mailing Address:	5. Regular payday:	only, because the Department of Labor does not yet offer a pay notice form in my primary language.
Phone:	☐ Weekly ☐ Bi-weekly ☐ Other	Print Employee's Name
2. Notice given:	7. Overtime Pay Rate(s) for each type of work or shift:	Employee's Signature
<ul><li>At hiring</li><li>On or before February 1</li><li>Before a change in pay rate (s), allowances claimed or payday</li></ul>	This must be at least 1½ times the worker's weighted average of the multiple rates of pay for the week, with few exceptions. The weighted average is the total regular pay divided by the total hours worked in the week.	Date
		Preparer's Name and Title
	The overtime rate may vary from week to week	The employee must receive a signed copy of

depending on how many hours you worked at

this form. The employer must keep the original

for 6 years.