

Employee Name Sophie Osunkoya

Student, Casual Employees



**Notice and Acknowledgement of Pay Rate and Payday  
Under Section 195.1 of the new York State Labor Law  
Notice for Hourly Rate Employees**

**1. Employer Information**

Name:  
New York University

Doing Business As (DBA) Name(s):  
New York University

FEIN (optional):  
13-5562308

Physical Address:  
70 Washington Square South  
New York, NY 10012

Mailing Address:  
70 Washington Square South  
New York, NY 10012

Phone: 212-443-8463

**2. Notice given:**

- ☒ At hiring  
☐ On or before February 1  
☐ Before a change in pay rate(s),  
allowances claimed, or payday

**3. Employee's rate of pay:**

\$ 16.50 per hour

Employers may not pay a non-hourly rate to a non-exempt employee in the Hospitality Industry, except for commissioned salespeople.

**4. Allowances taken:**

- ☒ None  
☐ Tips \_\_\_\_\_ per hour  
☐ Meals \_\_\_\_\_ per meal  
☐ Lodging \_\_\_\_\_  
☐ Other \_\_\_\_\_

**5. Regular payday:** Every other Friday

**6. Pay is:**

- ☐ Weekly  
☒ Bi-weekly  
☐ Other \_\_\_\_\_

**7. Overtime Pay Rate:**

\$ 24.75 per hour (this must be at least 1 ½ times the worker's regular rate, with few exceptions)

**8. Employee Acknowledgement:**

On this day, I received notice of my pay rate, overtime rate (if eligible), allowances, and designated payday. I told my employer what my primary language is.

**Check one:**

☒ I have been given this pay notice in English because it is my primary language.

☐ My primary language is \_\_\_\_\_.  
Please reissue this pay notice in my primary language.

☐ My primary language is \_\_\_\_\_.  
I have been given this pay notice in English only, because the Department of Labor does not yet offer a pay notice form in my primary language.

\_\_\_\_\_  
Employee Signature

8/7/2024  
Date

Kimberly Pedraza, Administrative Aide II  
Preparer Name and Title

**The employee must receive a signed copy of this form. The employer must keep the original for 6 years. Please return original signed document to Human Resources Records Office or the Wasserman Center for Career Development.**