Notice and Acknowledgement of Pay Rate and Payday/Avi ak Konfimasyon Anplwaye a Resevwa Avi a konsènan Montan Peman ak Jou Peman an Under Section 195.1 of the New York State Labor Law/Dapre Seksyon 195.1 nan Lwa Eta New York sou Travay Notice for Employees Paid Salary for Varying Hours, Day Rate, Piece Rate, Flat Rate or Other Non-Hourly Pay/ Avi pou Anplwaye yo Peye Salè pou Èdtan ki Varye, Montan pa Jou, Montan pou kantite travay li fè, Montan ki pa varye dapre travay oswa Lòt Peman ki pa pa-èdtan

1. Employer Information/Enfòmasyon sou Patwon

Name/Non:

Doing Business As (DBA) Name(s)/Ki fonksyonnen biznis avèk Non sa a(yo):

FEIN (optional)/FEIN (ochwa):

Physical Address/Adrès Fizik:

Mailing Address/Adrès Postal:

Phone/Telefòn:

2. Notice given/Avi ki bay:

- ☐ At hiring/Nan moman anbochaj
- ☐ Before a change in pay rate(s), allowances claimed or payday/Anvan yon chanjman nan montan peman (yo), konpansasyon (allowance), oswa jou peman

3. Regular payday/Jou Peman salè nòmal:

_____

4. Employee's Pay Rate/Montan peman (yo) pou Anplwaye:

$_____ per/pa _____

Specify the basis for the rate paid, i.e. salary for varying hours, day rate, etc./Presize baz la pou montan peman an, sa vle di salè pou montan pa èdtan ki varye, montan pa jou, elatriye.

Employers may not pay a non-hourly rate to a non-exempt employee in the Hospitality Industry, except for commissioned salespeople./Nan Endistri Ospitalite, Patwon yo pa ka peye yon anplwaye ki andwa pou touche ovètaym yon montan peman ki pa pa-èdtan, aleksepsyon vandè ki resevwa komisyon yo.

5. Allowances taken/Konpansasyon ki pran:

- ☐ None/Nanpwen
- ☐ Tips/Tep _____ per hour/pa èdtan
- ☐ Meals/Manje _____ per meal/pou chak manje
- ☐ Lodging/Lojman _____
- ☐ Other/Lòt _____

6. Pay is/Peman fèt:

- ☐ Weekly/Chak semèn
- ☐ Bi-weekly/Chak de semèn
- ☐ Other/Lòt

7. Overtime Pay Rate/Montan Peman Ovètaym:

In most cases the overtime rate will be 1½ times the regular rate of pay for the week. The regular rate of pay is the total weekly pay divided by the hours worked in the week./Nan pifò ka, montan peman ovètaym lan pral 1½ fwa montan peman regilye pou semèn nan. Montan peman regilye a se total peman pa semèn nan divize pa total èdtan ou te travay pandan semèn nan.

In most cases, it is illegal to pay a fixed weekly rate for varying hours worked over 40 per week. The Department of Labor strongly discourages weekly rates for non-exempt employees, since underpayments often result./Nan pifò ka, li ilegal pou yo peye yon montan peman pa semèn presi pou èdtan ou te travay ki varye ki depase 40 pa semèn. Depatman Travay pa ankouraje ditou pou peye montan pa semèn pou anplwaye ki andwa pou touche ovètaym, piske sa ka lakòz yo manke peye anplwaye a.

8. Employee Acknowledgement/Anplwaye a Konfime li resevwa enfòmasyon yo:

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./Nan jou sa, yo te fè m konnen montan peman m, montan peman m pou ovètaym (si gen kalifikasyon), konpansasyon yo, ak jou ki deziyen pou peman. Mwen te di patwon mwen kisa lang natif natal mwen ye.

Check one/Tcheke yonn:

☐ I have been given this pay notice in English because it is my primary language./Yo te ban mwen avi sou peman sa a ann Anglè paske li se lang natif natal mwen.

☐ My primary language is/Lang natif natal mwen se _____. 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./Yo te ban mwen avi sou peman sa a ann Anglè sèlman, paske Depatman Travay poko ofri yon fòm avi pou peman nan lang natif natal mwen.

_____

Print Employee's Name/Ekri Non Anplwaye a an lèt detache

_____

Employee's Signature/Siyati Anplwaye a

_____

Date/Dat

_____

Preparer's Name and Title/Non ak Tit Preparatè a

The employee must receive a signed copy of this form. The employer must keep the original for 6 years./ Anplwaye a dwe resevwa yon kopi fòm sa a ki siyen. Patwon an dwe kenbe orijinal la pou 6 ane.

Please note: It is unlawful for an employee to be paid less than an employee of the opposite sex for equal work. Employers also may not prohibit employees from discussing wages with their co-workers./**Tanpri sonje:** Pou travay ki egalego, li ilegal pou yo peye yon anplwaye mwens pase yon anplwaye ki gen yon lòt sèks. Patwon yo pa ka entèdi anplwaye yo pale sou peman yo avèk kòlèg travayè yo.