



New York State Department of Labor
Division of Labor Standards
Claim for Unpaid Wages

Please answer all questions on both sides - please print clearly

For Office Use Only

W

Identification Number

Refer to wage suppl. I.D. No. if any

Taken By

Section 190.7 of the New York State Labor Law excludes from wage payment coverage those persons in an administrative, executive or professional capacity whose earnings exceed \$900 gross per week

Note: It is necessary for you to have asked for the wages due before we can assist you.

1. Your Full Name <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr.			3. Social Security No.		
2. Your Address Apt. No. City, Town or Village County Zip Code			4. (Area Code) Telephone No. Day () Evening ()		
5. Claim against (Trade Name of Employer)			6. Corporation Name, if any		
7. Address of main office or headquarters of firm City, Town or Village County Zip Code			8. (Area Code) Telephone No. ()		
9. Names and addresses of responsible persons of firm			Their positions		

10. Kind of business firm engaged in		11. Is firm still in business? <input type="checkbox"/> Yes <input type="checkbox"/> No	
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12. What was your work or occupation with this firm?		13. Address where you worked Zip Code	
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14. Date Hired	15. Name and Position of person hiring you		16. Name of superintendent, manager or foreman	
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17. Latest agreed rate of pay (per hour per week, per day)	18. Last Day Worked	19. Status with Firm <input type="checkbox"/> I quit <input type="checkbox"/> I was discharged <input type="checkbox"/> I was temporarily laid off <input type="checkbox"/> I am still employed		20. Reason for quitting, discharge or layoff	
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21. Were you a member of any union when employed by this firm? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "yes", give name, local no., address, zip code and telephone no. of union				
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22. Have you asked your union for assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "yes" what action has the union taken?				
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Before answering questions 23 and 25, first fill out back of this form to help you figure wages due

23. Wages claimed for period (first date to last date) From To Inclusive		24. Name and address of employer's bank Zip Code		25. Total amount of wages due \$	
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26. Did you request these wages? <input type="checkbox"/> Yes <input type="checkbox"/> No		27. Date of Request		28. To whom was the request made?	
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29. Did employer refuse to pay for these wages? <input type="checkbox"/> Yes <input type="checkbox"/> No		If "yes", give employer's reason for refusal			
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30. Were any payments due you paid by checks returned not honored?		No <input type="checkbox"/> Yes <input type="checkbox"/> If "yes", submit photocopies of check(s)			
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31. How were wages paid? <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Other (Explain)		32. What was your normal payday?		What period did this cover?	
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Any false statements knowingly made are punishable as a class A misdemeanor (Section 210.45, the New York State penal law). I affirm that the above statements are true.

I authorize the Commissioner of Labor, deputies or agents to receive, endorse my name on, and deposit in the account of the Commissioner of Labor any checks or money orders made out to me as payment on this claim.

Signature of Claimant

Date

(Continue Over)

Commission Salesperson - Note:

Claims for wages should be recapitulated on Form LS-223.1 (Commission Salesperson Summary Sheet) indicating (1) average weekly earnings including salary, draw and commission; (2) terms of contract and (3) for commissions claimed to be owing, the date of sale, customer's name, amount of sale, rate of commission and commission due.

All other employees: Wages claimed on other side are to be computed as follows:

33. Payroll week ending date	34. Number of hours worked this week	35. Number of days worked this week	36. Rate of pay (show whether by hour, day, week or month)	37. Total gross wages* earned this week	38. Gross wages paid to you this week	39. Difference between gross wages earned & gross wages paid to you this week	40. If wages were paid by check(s) not honored enter the check number(s)
			\$ per	\$	\$	\$	
41. Total Amount Due						\$	

*Gross wage is the amount before taxes or other monies are deducted.

42. Include any additional information below: