Notice and Acknowledgement of Pay Rate and Payday/薪資及發薪日通知
Under Section 195.1 of the New York State Labor Law/紐約州勞工法第195.1 條款
Notice for Exempt Employees/非受限最低工資之雇員通知

1. Employer Information/ 雇主資料

Name/名字:

Doing Business As (DBA) name(s) /招牌名:

FEIN (optional)聯邦報**稅號** (可選擇的):

Physical Address/公司所在地址:

Mailing Address/郵政地址:

Phone/電話:

2. Notice given/給予員工的通知:

- ☐ At hiring/雇用時
- ☐ Before a change in pay rate(s), allowances claimed, or payday/ 在薪資, 發薪日, 或津貼變更之前

3. Employee's pay rate(s)/ 員工之薪資標準: State if pay is based on an hourly, salary, day rate, piece rate, or other basis./ 註明薪資是以時薪,日薪,年薪,或件數計算.

Employers may not pay a non-hourly rate to a non-exempt employee in the Hospitality Industry, except for commissioned salespeople
除了領取佣金的銷售人員之外, 餐飲酒店業的雇主不得支付一般勞工非時薪的薪資

4. Allowances taken/所取津貼:

- ☐ None/無
- ☐ Tips /小費_____ per hour/每小時
- ☐ Meals /餐飲_____ per meal/每餐
- ☐ Lodging /住宿_____
- ☐ Other /其他_____

5. Regular payday/正常發薪日:

_____

6. Pay is: /發薪頻率

- ☐ Weekly/每週
- ☐ Bi-weekly/每二週
- ☐ Other/其他_____

7. Overtime Pay Rate/加班費標準:

Most workers in NYS must receive at least 1 ½ times their regular rate of pay for all hours worked over 40 in a workweek, with few exceptions. Very few employees must only be paid overtime at 1½ times the minimum wage rate, or not at all./大多數紐約州的員工在每週工作超過 40 小時之後加班費必須最少是正常薪資的 1.5 倍, 極少例外. 少數員工加班費只須支付最低工資的 1.5 倍, 甚至沒有.

This employee is exempt from overtime under the following exemption (optional)/根據州勞工相關法規,此員工不適用於加班費法規(可選擇的):

_____

8. Employee Acknowledgement /員工認知:

On this day I received notice of my pay rate, overtime rate (if eligible), allowances, and designated payday in English and my primary language. I told my employer that my primary language is **Chinese**./此日我 收到薪資, 加班費,發薪日, 以及津貼的中英通知.我已告訴雇主我的母語是中文

_____
Print Employee Name/請正楷書寫員工姓名

_____
Employee Signature/員工簽名

_____
Date/日期

_____
Preparer Name and Title/填表人名字及頭銜

The employee must receive a signed copy of this form. The employer must keep the original for 6 years./員工必須收到此簽名表格的複印本. 雇主並須保存此表格正本6年.