

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: Medgar Evers College - CUNY
 Doing Business As (DBA) Name(s): N/A
 FEIN (optional): 13-1616880
 Physical Address: 1637 Bedford Avenue
 Brooklyn, NY 11225
 Mailing Address: 1650 Bedford Avenue
 Brooklyn, NY 11225
 Phone: (718) 270 - 6141

- 2. Notice given:**
 At hiring
 Before a change in pay rate(s), allowances claimed or payday

3. Employee's rate of pay:
 \$ _____ per hour

- 4. Allowances taken:**
 None
 Tips _____ per hour
 Meals _____ per meal
 Lodging _____
 Other _____

5. Regular payday: See attached FWS Payroll Schedule

- 6. Pay is:**
 Weekly
 Bi-weekly
 Other

7. Overtime Pay Rate:
 \$ N/A per hour (This must be at least 1½ times the worker's regular rate with few exceptions.)

8. Employee Acknowledgement:
 On this day I have been notified of my pay rate, overtime rate (if eligible), allowances, and designated pay day on the date given below. 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 _____, 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.

Print Employee Name _____

Employee Signature _____

Date _____

Amado Calderon, Jr., FWS Coordinator

Preparer's Name and Title _____

The employee must receive a signed copy of this form. The employer must keep the original for 6 years.

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.