**Division of Labor Standards Pay Notice for the Hospitality Industry - Updated**

**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.

**Notice of Pay Rates and Pay Day**

Company name and address: Blend on The Water 45-40 Center Blvd LIC, NY 11109

Preparer’s name and title: Danielle Kohl Business Office Manager

Employee’s name and address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your regular rate of pay will be $7.50 per hour for the first 40 hours in a week.

Your overtime rate of pay will be $13.00 per hour for hours over 40.

Your designated pay day will be: Friday

**For Tipped Employees Only:**

The tip credit taken will be $3.50 per hour. If you do not receive enough tips over the course of a week to bring you up to the minimum hourly rates for the first 40 hours and 1½ times that amount per hour for hours over 40, you will be paid additional wages that week to make up the difference.

Preparer’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

I have been notified of my pay rate, overtime rate, tip credit if applicable, and designated pay day on the date given below.

Employee’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_