



# Notice and Acknowledgement of Wage Rate(s) for Temporary Help Firms / 臨時雇員公司薪資通知

Under Section 195.1 of the New York State Labor Law / 紐約州勞工法第195.1 條款

## 1. Temporary Help Firm Information/臨時雇員公司資料

Name/公司名:

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
- On or before Feb 1/二月一號或之前
- 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. Payday (check one)/發薪日 (請選其一):

- Regular payday/正常發薪日:  
\_\_\_\_\_
- Unknown The payday is based on the payday of the assigned organization./ 不清楚, 發薪日是根據被分派之公司而定

## 4. Rate of Pay (check one)/ 薪資標準(請選其一)

- Average Wage Rate Range for Assignment(s)/平均任务 薪資標準:  
\_\_\_\_\_
- Employee's rate (s) of pay/ 員工的薪資標準:  
\$ \_\_\_\_\_ per/每 \_\_\_\_\_  
\$ \_\_\_\_\_ per/每 \_\_\_\_\_  
\$ \_\_\_\_\_ per /每 \_\_\_\_\_

## 5. 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 \_\_\_\_\_

## 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:

\$ \_\_\_\_\_ per hour/每小時

For most workers in NYS, this rate must be at least 1½ times the regular rate of pay, for all hours worked over 40 per workweek (44 hours for certain residential employees). The Temporary Help Firm should count all hours worked in all assignments during a workweek. Some assignments are only required to receive overtime pay at 1½ times the

minimum wage. When you receive your assignment, your employer will tell you the overtime rate and the reason why, if you are not eligible for overtime for that assignment./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 (部分住家員工以 44 小時為準) 臨時雇員公司必須統計員工每週工作的總時數.某些任務加班費只須支付最低工資的 1.5 倍.當你被分派任務時你的雇主會告訴你加班費的標準以及你如無法享有加班費的原因.

## 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/직원성함

\_\_\_\_\_  
Applicant/Employee Signature/申請人/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**