



New Law Requires Written Notice of Pay Rate

The New York State Department of Labor has just issued guidelines for a new law requiring written notice of pay day and pay rate for new hires. The law was scheduled to go into effect on October 26, 2009, but the guidelines were just issued, with more to come in the next few days or weeks.

Previously, employers were required to disclose to their employees, at the time of hire, the rate of pay and payday.

The new law requires that the notice:

- Must be in writing.
- Must include the regular rate of pay, overtime rate, and regular payday.
- Must be provided on a form available from the New York State Department of Labor.
- Must be given to new employees before they do any work.
- Employers must receive a written acknowledgement that the employee has received the notice.

The New York State Department of Labor has issued a fact sheet and form that can be found at the links below.

Fact Sheet - [Notice of Pay Rate and Payday for New Hires - P705E](#)

Form - [Notice & Acknowledgement of Wage Rate and Designated Payday - LS 52](#)

The Department has indicated that they may be releasing additional guidelines and forms in the next few weeks, when they do, we will let you know. You can also look for it at www.nysra.org