

**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: PeoplePool Valet, Inc.

Doing Business As (DBA) Name(s):  
PeoplePool Valet, Inc.

FEIN (optional):  
92-0951498

Physical Address:  
46 Argonne Rd West  
Hampton Bays, NY 11946  
Mailing Address:  
46 Argonne Rd West  
Hampton Bays, NY 11946

Phone: 1(516)380-4927

**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:** Friday

**6. Pay is:**

- ☒ Weekly  
☐ Bi-weekly  
☐ Other

**7. Overtime Pay Rate:**

\$ \_\_\_\_\_ 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

Elizabeth Ottati, Office Manager

\_\_\_\_\_  
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.