

## 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: Trustees of Columbia University in the City of New York	3. Employee's rate of pay:  \$ per hour  *Union employees may also be eligible for shift differential. See the applicable collective bargaining agreement.	8. Employee Acknowledgement: On this day I have been notified of my pay rate, overtime rate (if eligible), allowances, and designated payday on the date given below. I told my employer what my primary language is.
Doing Business As (DBA) Name(s): Columbia University	4. Allowances taken:  None Tips	Check one:  I have been given this pay notice in English because it is my primary language.
FEIN (optional): 13-5598093  Physical Address:	<ul> <li>Meals per meal</li> <li>Lodging</li> <li>* As provided for under the applicable collective bargaining agreement:</li> <li>http://hr.columbia.edu/union-contracts</li> </ul>	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.
Mailing Address: 615 West 131st Street Studebaker, 4th Floor New York, NY 10027 Phone: (212) 851-0611	5. Regular payday: Columbia Pay Calendar:  http://managers.hr.columbia.edu/tig/pay-calendar-overview  6. Pay is:  Weekly Bi-weekly	Employee Name  Employee Signature  Date
2. Notice given:  At hiring  On or before February 1  Before a change in pay rate(s), allowances claimed or payday	Other  7. Overtime Pay Rate:  \$ per hour (This must be at least 1½ times the worker's regular rate, with few exceptions.)  *See comment above re: shift differential.	Preparer Name and Title  The employee must receive a signed copy of this form. The employer must keep the original for 6 years.