

We recently sent you an alert about a new New York State law requiring employers to notify employees, in writing at the time of hire, of (i) their rate of pay, (ii) their overtime rate, and (iii) the employer's regular payday. Please click [here](#) to see the original alert. The law took effect October 26, 2009 and **applies only to employees newly hired after the effective date, not to existing employees.**

Since then, the New York State Labor Department has promulgated a form for this required notification. Employers must get each new employee to sign the form acknowledging receipt of the required information, and must keep the acknowledged form on file for six years.

The acknowledgment form can be found at

http://www.labor.state.ny.us/workerprotection/laborstandards/PDFs/LS_52_Hourly_Rate_Plus_Overtime.pdf

If you have questions regarding this Update, please contact [David Rabinowitz](#) at 212.554.7815/drabinowitz@mosessinger.com.

MOSES & SINGER LLP

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