



NY - Mandatory Notice and Acknowledgement of Pay Rate & Payday

NEW YORK Labor Law Section 195.1

NY State requires that ALL employees be given notice of their rate of pay, wage status, and payday at time of hire and whenever there is a change.

- For freelance employees this notice must be provided for each project for which they are hired.
- The employee must be paid the agreed rate for all work in the hired category for that project.
- If the employee's job changes, the rate can change, but a new Notice must be issued.



1. Employer/Ad Agency/Production Company Information

Company:

Address:

Phone:

Payroll Company

Company: The TEAM Companies, LLC.

Address: 2300 Empire Avenue, 5th Floor
Burbank, CA 91504

www.theteamcompanies.com

2. Notice Given

☐ At Hiring/First date of work:

Project (optional):

Under union contract. All terms and conditions per 2022 SAG-AFTRA TV Commercials and/or Radio Commercials Contracts apply.

3. Allowances: ☐ None *Per Diem - Meals:* ☐ Breakfast \$17.00 ☐ Lunch \$29.00 ☐ Dinner \$46.00 ☐ All Meals \$92.00/Day

☐ Wardrobe **Principal & Extra Day** Wear at \$20.36 each ☐ **Principal & Extra Evening** Wear at \$33.91 each

☐ Other _____

4. Pay frequency is per Collective Bargaining Agreement.

5. Regular Payday is 15 working days after last day of work.

6. Employee's Rate of Pay (rates valid through 03/31/25) ↓

7. Overtime Pay Rate(s): (rates valid through 03/31/25) ↓

Work Type	Rate of Pay			Overtime (OT) Rates			
☐ TV-OCP	\$783.10	Scale	8 Hours	\$146.83/hr	9th/10th hour	\$195.78/hr	11th+ hours
☐ TV-OCP	\$861.41	Scale + 10%	8 Hours	\$161.51/hr	9th/10th hour	\$215.35/hr	11th+ hours
☐ TV-VO	\$588.90	Scale	2 Hours	\$588.90	Each additional 2 hours or fraction thereof		
☐ TV-VO	\$647.79	Scale + 10%	2 Hours	\$647.79	Each additional 2 hours or fraction thereof		
☐ TV-EX	\$427.30	Scale	8 Hours	\$80.12/hr	9th/10th hour	\$106.83/hr	11th+ hours
☐ TV-EX	\$470.03	Scale + 10%	8 Hours	\$88.13/hr	9th/10th hour	\$117.51/hr	11th+ hours
☐ TV-Stand-In	\$469.90	Scale	8 Hours	\$88.11/hr	9th/10th hour	\$117.48/hr	11th+ hours
☐ TV-Stand-In	\$516.89	Scale + 10%	8 Hours	\$96.92/hr	9th/10th hour	\$129.22/hr	11th+ hours
☐ TV-HM	\$651.80	Scale	8 Hours	\$122.22/hr	9th/10th hour	\$162.95/hr	11th+ hours
☐ TV-HM	\$716.98	Scale + 10%	8 Hours	\$134.43/hr	9th/10th hour	\$179.25/hr	11th+ hours
☐ RADIO-VO	\$347.60	Scale	1.5 Hours	\$347.60	Each additional 1.5 hours or fraction thereof		
☐ RADIO-VO	\$382.36	Scale + 10%	1.5 Hours	\$382.36	Each additional 1.5 hours or fraction thereof		
☐ Other:				☐ Other:			

☐ **Special Provisions:**

OCP= On Camera Principal / **TV-VO**= Off Camera Principal / **EX**= Extra or Stand In / **HM**= Hand Model / **Radio-VO**= Radio Voice Over

8. Employee Acknowledgment:

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.

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 in my primary language.*

Employee Signature:

Date:

Employee Name:

☐ Check only if employee declines to sign form.

Preparer Signature:

Title:

Date:

Preparer Name:

Preparer Email:

Distribute copies of signed form as follows:

One copy to Employee / One copy to Payroll Service / Employer keeps original for 6 years