

ATTENTION EMPLOYEES

~~NOTICE~~
~~SAMPLE USE ONLY~~

This employer reports your wages to the Texas Workforce Commission. If you become unemployed, you may be eligible for unemployment benefit payments. File online at www.texasworkforce.org or call 1-800-939-6631.

The Texas Payday Law, Title II, Chapter 61, Texas Labor Code, requires Texas employers to pay their employees who are exempt from the overtime pay provisions of the Fair Labor Standards Act of 1938 at least once per month. All other employees must be paid at least as often as semi monthly and each pay period must consist as nearly as possible of an equal number of days.

Scheduled paydays: (You must indicate date or dates of the month for employees paid monthly or semi monthly, and day of the week for employees paid weekly or at other times.)

MONTHLY _____ SEMI-MONTHLY _____ WEEKLY _____
OTHER _____

For more information write or contact the Texas Workforce Commission at Austin, Texas 78778, or contact your nearest Commission office. Commission offices are located in major cities throughout the state.

TEXAS WORKFORCE COMMISSION
TWC BUILDING, AUSTIN, TEXAS 78778

TO EMPLOYERS: The law requires that this notice or its equivalent be posted (in full view) at your business.