

**Methods of Wage Payment Notice and Consent Form**

**Employer Information**

Name:

Address:

Employee Work Location:

Phone:

**Wage Payment Options**

Your employer offers employees working in the State of New York the wage payment options checked below:

\_\_\_ Cash

\_\_\_ Check

\_\_\_ Direct Deposit

\_\_\_ Payroll Debit Card

Payment by direct deposit or a payroll debit card requires your written or electronic consent. If you do not consent, your employer will pay you in cash or by check as your employer has indicated above.

If you would like to receive your wages by direct deposit or a payroll debit card, please read and sign this form.

If this form is provided electronically, you have the right to print the form at work without cost to you.

**Electronic Payment Rights**

Should you select direct deposit or a payroll debit card, you may not be charged any fees for services that are necessary for you to access your wages in full. Prohibited fees on payroll debit cards include, but are not limited to: application fees, maintenance fees, overdraft fees, and fees for declined transactions at ATMs that do not provide free balance inquiries.

Should you select a payroll debit card, there must be one or more automated teller machines (ATMs) within a reasonable travel distance to your work or home that offers withdrawals at no cost to you. ATM(s) that provide such access can be found at the following location(s):

- \_\_\_\_\_  
Specific Address
- Attached
- \_\_\_\_\_  
Website

You may withdraw up to your full net wages or the balance in the payroll debit card account at least once each pay period at no cost as described below:

\_\_\_\_\_  
\_\_\_\_\_

**Future Changes in Selection**

You may withdraw your consent for direct deposit or a payroll debit card at any time. Please note that it may take your employer up to two pay periods to finalize the change.

**Employee Payment Selection and Consent**

I have received information regarding my options for receiving pay from my employer, including the terms and conditions for those options.

I hereby give consent to the above listed employer to pay wages as follows:

- \_\_\_ Direct Deposit to an account(s) designated by me in the attached direct deposit enrollment form.
- \_\_\_ Payroll Debit Card.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

Your employer must wait 7 business days after receiving your consent to a payroll debit card before paying you using that payment method. If payday falls within that period, you will receive your pay using another permissible method.