



**Empire Justice Center**

Making the law work for all New Yorkers

## WAGE JUSTICE PROJECT

for low-wage & immigrant workers



## YOU HAVE WORKPLACE RIGHTS!

*Regardless of your immigration status.*

This flyer does not address all of your rights as a worker or all of our services. For more information, contact us.

### EMPIRE JUSTICE CENTER

Telesca Center for Justice  
One West Main Street  
Suite 200  
Rochester, NY 14614  
Phone: 585-454-4060  
Fax: 585-454-2518  
empirejustice.org



### TIME SHEET: It is important to keep records of your employer & work schedule

Employer's Name _____	License Plate # _____
Employer's Address _____	Other Workers or Witnesses _____
Employer's Telephone _____	First Day of Work _____
Worksite Address _____	Last Day of Work _____
	Promised Wage (hourly, daily, or weekly) _____

	Date	Start Time	Lunch Time	End Time	Total Hours
MON					
TUES					
WED					
TH					
FRI					
SAT					
SUN					
Total Weekly Hours					
Date of Payment		Total Wages Paid			

# What are my workplace rights?...

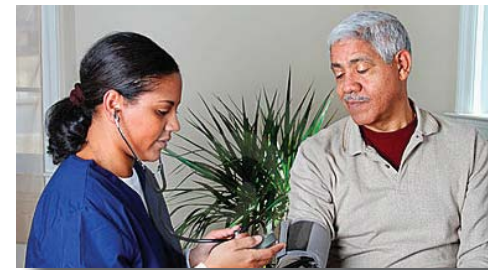
## Workers in New York have the right to:

- A Minimum Wage of \$7.25 per hour for each hour of work, even if you are paid a piece rate.
- Overtime. If you work over 40 hours a week, you must receive 1.5 times the promised wage for every hour worked over 40.
- A Meal Break. If your shift is more than 6 hours and extends over 11 am-2 pm, you must have a 30 minute meal break. If your shift is more than 6 hours and starts between 1 pm-6 am, you must have a 45 minute meal break. Your employer may pay for this break, but does not have to.
- No Illegal Deductions. Your employer cannot deduct your wages or make you pay for expenses, unless you agree in writing and it is for your benefit. Deductions for uniforms and work tools or materials are illegal.
- Be Paid at least 2 times a month on regular pay days.
- A Pay Stub that shows your hours worked, rate of pay, total pay, pay period, all deductions, and your employer's name and address.
- Workers' Compensation if you are injured on the job or get sick due to work. It covers medical expenses and in many cases partial payment of lost wages.
- A Safe Work Environment that does not pose a risk to your health or safety.
- Work Free from Discrimination. Your employer cannot treat you differently based on race, color, ethnicity, gender, sexual orientation, disability, being pregnant, or age.
- Work Free from Sexual Assault or Harassment. Your employer or co-workers cannot engage in verbal or physical conduct that creates a hostile work environment.
- Organize with other workers or Join a Union without retaliation.
- Work Free from Retaliation for exercising any of these rights

# How do I protect my rights?

- Keep information about your employer, including first and last name, address, worksite, and license plate.
- Keep information about dates and hours you worked and wages you were paid.
- Use the timesheet on the back of this brochure.

If you have a claim for unpaid wages call us at 585-454-4060. We provide free legal advice and representation to low-wage workers. All information is confidential.



Call us at 585-454-4060 if you were not paid the minimum wage or overtime, worked off the clock without pay, had your tips taken, or had illegal deductions taken from your pay.