

(Employer letterhead)
(POST)

NOTICE OF WAGE PAYMENTS
(Alaska Statute 23.05.160)

To: All employees of ABC Company

Workweek: Our work week runs from Sunday 12:01 am through Saturday 12:00 pm.

Workday: Our workday runs from 12:01 am through 12:00 pm.

Payroll period: We pay our employees on a bi-weekly basis (for two workweeks).

Payday: We issue paychecks on the third business day following the end of each payroll period.

Place of payment: We deliver paychecks to our employees *via* first class mail, unless we and an employee have agreed upon another arrangement.

Rate of pay: We advise of the pay rate *via* an employee's initial letter of employment.

Changes: We will advise an employee of any change in these items (including pay rate changes) no later than the payday before the change takes effect.

Dated: _____, 2009.

ABC COMPANY

BY: _____
Its President

(POST)