

Phone # of Employer:

Street Address of Worksite:

Name of Employer:



U.S. Department of Labor  
Wage and Hour Division

If you would like more information  
call toll-free: **1-866-4US-WAGE**  
(**1-866-487-9243**) or visit our web  
site at [www.wagehour.dol.gov](http://www.wagehour.dol.gov)

**D a y L a b o r e r s**

**M** **Minimum Wage:** You must be paid at least the federal minimum wage for all hours worked regardless of whether you are paid by the hour, the day, or at a piece rate. Some state laws provide greater employee protections; employers must comply with both.

**Hours Worked:** A worker must be paid for all work performed whether or not the employer approves the work in advance. In general, “hours worked” includes all time an employee must be on duty, or at the place of work. Normally, time spent in training, traveling from site to site during the day and doing repair work must be paid.

**Overtime:** Normally, you must receive time and one-half of your regular rate of pay after 40 hours of work in a 7-day workweek.

**Recordkeeping:** Records must be kept of all wages paid and of all hours worked, regardless of where the work is performed. You should keep a record of your employer’s name, address, phone number and the hours you worked.