LISTS OF ACCEPTABLE DOCUMENTS All documents must be UNEXPIRED

Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

	LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity AN	ND	LIST C Documents that Establish Employment Authorization
2.	U.S. Passport or U.S. Passport Card Permanent Resident Card or Alien Registration Receipt Card (Form I-551) Foreign passport that contains a temporary I-551 stamp or temporary	2 2 3 4 5 6 7 7	Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	1.	A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION
4.	I-551 printed notation on a machine- readable immigrant visa Employment Authorization Document that contains a photograph (Form I-766)		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	3.	(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION Certification of Birth Abroad issued by the Department of State (Form FS-545)
5.	For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has		 School ID card with a photograph Voter's registration card U.S. Military card or draft record 		Certification of Report of Birth issued by the Department of State (Form DS-1350) Original or certified copy of birth
			Military dependent's ID card U.S. Coast Guard Merchant Mariner Card	 -	certificate issued by a State, county, municipal authority, or certifory of the United States bearing an official seal
			Native American tribal document Driver's license issued by a Canadian government authority		Native American tribal document U.S. Citizen ID Card (Form I-197)
	not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.		For persons under age 18 who are unable to present a document listed above:		Identification Card for Use of Resident Citizen in the United States (Form I-179)
6.	Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		10. School record or report card11. Clinic, doctor, or hospital record12. Day-care or nursery school record	8.	Employment authorization document issued by the Department of Homeland Security

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274).

Refer to Section 2 of the instructions, titled "Employer or Authorized Representative Review and Verification," for more information about acceptable receipts.

Form I-9 03/08/13 N Page 9 of 9

EMERGENCY CONTACT INFORMATION

EMPLOYEE'S INFORMATION

NAME:
ADDRESS:
TELEPHONE (HOME):
TELEPHONE (WORK):
TELEPHONE (MOBILE):
E-MAIL:
DATE OF BIRTH:
SOCIAL SECURITY NUMBER:
ETHNICITY:
COUNTRY OF CITIZENSHIP:
GENDER:
PRIMARY CONTACT'S INFORMATION
Name:
Relationship:
Address:
Telephone (Home and Mobile):
Telephone (Work):
ALTERNATE CONTACT'S INFORMATION
Name:
Relationship:
Address:
Telephone (Home and Mobile):
Telephone (Work):

Employee Name_____



Notice and Acknowledgement of Pay Rate and Payday Under Section 195.1 of the new York State Labor Law Notice for Exempt Employees

1. Employer Information Name: New York University	3. Employee's pay rate(s): State if pay is based on an hourly, salary, day rate, piece rate, or other basis. per month	8. Employee Acknowledgement: On this day, I received notice of my pay rate, overtime rate (if eligible), allowances, and designated payday. I told my employe what my primary language is.
Doing Business As (DBA) Name(s): New York University	Employers may not pay a non-hourly rate to a non-exempt employee in the Hospitality Industry, except for commissioned salespeople.	Check one: I have been given this pay notice in English because it is my primary language.
FEIN (optional): 13-5562308	4. Allowances taken: None Tipsper hour	 ☐ My primary language is
Physical Address: 70 Washington Square South New York, NY 10012	☐ Meals per meal☐ Lodging☐ Other	
Mailing Address: 70 Washington Square South New York, NY 10012	 5. Regular payday: 1st day of each month 6. Pay is: Weekly 	only, because the Department of Labor does not yet offer a pay notice form in my primary language.
Phone: 212-443-8463	☐ Bi-weekly☐ Other: Monthly	Employee Signature
2. Notice given: At hiring On or before February 1	7. Overtime Pay Rate: Most workers in NYS must receive at least 1½ times their regular rate of pay for all hours worked over	Date
☐ Before a change in pay rate(s), allowances claimed, or payday	40 in a workweek, with few exceptions. A limited number of employees must only be paid overtime at 1½ times the minimum	Preparer Name and Title
	wage rate, or not at all.	The employee must receive a signed copy of this form. The employer must
	This employee is EXEMPT from overtime under the following exemption (optional):	keep the original for 6 years. Please return original signed document to



Accounts Payable Direct Deposit Authorization Form

For Employee Advances and Expense Reimbursements

To enroll in Direct Deposit for your paycheck or stipend, log in to PeopleSync and select Payment Elections.

Return this completed form and appropriate attachments to **NYU Accounts Payable:** 105 East 17th St., 4th Floor, New York, NY 10003. Employee/Student Information: New Enrollment **Change Existing Information** □ **Employee/Student Name** NYU ID: **Home Address:** NYU Net ID: **NYU Telephone Number: NYU Department: NYU Email:** (for remittance information) Bank Information: For a **checking** account, include a blank voided check or bank statement indicating the ACH routing number and account number. For a savings account, include a statement from your bank indicating the ACH routing number and account number. A deposit form will not be accepted as proof of routing number or account number. Account Type (check one): Savings □ or Checking □ Bank Name _____ City _____ State ____ Zip ____ Branch Address Your ACH routing number appears at the bottom of your checks between the markings indicated below. ACH Routing Number (first 9 digits only **Account Number AUTHORIZATION AGREEMENT** I authorize New York University to make electronic deposits of payments indicated in section 1 above. This authority will remain in effect until I have given written notice of termination or until New York University has notified me that this service has been discontinued. In the event of changes to my information, I understand that I must give advance notice to allow reasonable time for my instructions to be executed. In the event that an incorrect amount should be entered into my account, I authorize my bank and New York University to make the appropriate adjustment. If you provide either avoided check or a bank statement verifying your ACH routing and account numbers, deposits will take effect with the payment processed. If no voided check or bank statement is provided then your Direct Deposit agreement will become effective after approximately two weeks. A check will be issued until the agreement takes effect. Employee/Student Signature Date FOR ACCOUNTS PAYABLE DEPARTMENT USE ONLY Vendor ID **Entry Date** Verified By