



NOTICE TO TIPPED EMPLOYEES

TIP SHARING

Tipped employees have the right to retain all the tips received except these amounts to be shared with other service staff:

position	SERVER tip out	BARTENDER tip out
BAR	_____ % of beverage sales	N/A
BACKWAIT/BUSSER	_____ % of total sales	_____ % of total sales
FOODRUN/EXPO	_____ % of food sales	_____ % of food sales
SHUCKER	_____ % of raw bar sales	_____ % of sales
HOST		
OTHER		

Support staff tips are based upon the number of hours worked and the number of support staff scheduled on a given shift. For example if two bussers are on the floor for 4 hours and 6 hours, respectively, and the tip share total is \$100, the first busser will receive \$40 and the second busser \$60.

MINIMUM WAGE

As a tipped employee, your hourly wage rate is likely less than the minimum wage for non-tipped workers. If your hourly wage rate plus the tips you retain in a pay period calculate to less than the federal or state minimum wage per hour worked (whichever is higher), we will pay you the difference.

Your hourly wage rate \$_____

TIP CREDIT

For our federal tax reporting purposes, we will apply a portion of your tips towards our obligation of a federal wage of \$5.15 per hour. This is called a "tip credit". The amount of your tips to be considered wages will be \$5.15 per hour less your regular hourly rate. For example, if you make \$3.75 per hour, the amount that will be considered wages is \$1.40. This has no impact on your pay or tax reporting, but is a disclosure we are required to make to you in accordance with Section 203 (m) of the Fair Labor Standards Act.

Please sign and date this notice indicating that you understand these tip reporting practices.

Thank you.

Employee's Name [Print]

Restaurant

Employee's Signature

Date

If you have any questions regarding the content of this notice, please contact your General Manager or refer to the state and federal wage and hour posters located on the employee bulletin board. Please note that tip sharing contributions are subject to change.