



# Ohio Department of Natural Resources

JOHN R. KASICH, GOVERNOR

JAMES ZEHRINGER, DIRECTOR

June 22, 2016

Yolanda Aekins, Prevailing Wage Coordinator  
Ohio Department of Natural Resources  
Division of Engineering  
2045 Morse Road, E-3  
Columbus, Ohio 43219

### Payroll Schedule

Project Number DNR-

Ohio Department of Natural Resources

I will begin performance under our Contract on the referenced project on \_\_\_\_\_ to terminate on or about \_\_\_\_\_. In compliance with Section 4115.071(C) of the Ohio Revised Code, I hereby notify you that my payroll period runs from \_\_\_\_\_ to \_\_\_\_\_ (e.g., Saturday through Sunday) with paydays on \_\_\_\_\_ (e.g., Friday).

I acknowledge that I am required by Section 4115.071(C) of the Ohio Revised Code and the *State of Ohio Standard Requirements for Public Facility Construction* to deliver to the Prevailing Wage Coordinator, a certified copy of my payroll report and all subcontractors' payroll reports. Each certified payroll report shall exhibit for each employee paid:

- |   |                          |
|---|--------------------------|
| 1. name   | 7. job classification    |
| 2. race and gender  | 8. fringe payments       |
| 3. current address  | 9. deductions from wages |
| 4. social security number   | 10. net pay              |
| 5. hourly rate of pay   |                          |
| 6. number of hours worked during each day of the pay period and total for each week |                          |

When using an apprentice, provide a copy of the apprenticeship agreement with the first report on which the apprentice appears.

The certification of each payroll report shall be executed by myself or duly appointed agent. The certification shall recite that the payroll is correct and complete and that the wage rates shown are not less than those required by the Contract.

A sample form has been provided to me; however, I understand I may use any form that provides the required information stated above.

\_\_\_\_\_  
Authorized Agent (if any)

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
name of contractor company

\_\_\_\_\_  
address city, state zip