

**SCHEDULE OF PAYMENTS/PAYROLL DATES**

As required by Ohio Prevailing Wage Law, each Contractor and Subcontractor must provide to the City of Cincinnati's Department of Economic Inclusion (DEI), **ON OR BEFORE THE DATE THE CONTRACTOR/SUBCONTRACTOR BEGINS WORK ON THE PROJECT**, the following information regarding the dates on which employees will be paid. (Ohio Revised Code § 4115.071(C)) Contractors also must ensure this information is provided by their subcontractors.

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\_\_\_\_\_ estimates it will begin performance on the  
 (Name of Contractor/Subcontractor)

\_\_\_\_\_ project on \_\_\_\_\_,  
 (Name and Location of Project) (Start Date)

and estimates it will conclude work on said project on \_\_\_\_\_. Our firm is required to pay wages  
 (Estimated End Date)

to its workers on each of the following dates during the estimated duration of work on this project: **[CHECK ONE]**

See complete list of employee pay dates for year 20\_\_\_\_, which is attached. If our firm's work on this project is expected to extend beyond the end of this calendar year, a supplemental Schedule of Payments/Payroll Dates will be submitted before the expiration of this current year.

**OR**

I have completed the table of below, listing under each column the dates on which our workers will be paid during that month. If our firm's work on this project extends beyond the last payment date listed below, a supplemental Schedule of Payments/Payroll dates will be submitted prior to the last date shown.

1st Month	2nd Month	3rd Month	4th Month

I understand that I am required to submit an initial certified payroll report for this project to DEI through the LCPtracker system not later than two weeks after the initial pay date listed above. I further understand that I am required to submit supplemental certified payroll reports, **including weeks during which no work is performed**, not less often than weekly for work expected to be completed in 4 or fewer months, and not less often than monthly for work expected to take longer than 4 months.

\_\_\_\_\_  
 Signature of Authorized Representative of Contractor/Subcontractor

Date: \_\_\_\_\_

\_\_\_\_\_  
 Printed Name and Title