

**PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS**  
 (for Contractor and Subcontractor's Use for Weekly and Final Certification)  
 (N.J.A.C. 12:60-2.1 and 5.1)



NAME OF CONTRACTOR <input type="checkbox"/> OR SUBCONTRACTOR <input type="checkbox"/>					ADDRESS										DATE WAGES DUE		DATE WAGES PAID				
PAYROLL NO.		WEEK ENDING OR FINAL CERTIFICATION / / <input type="checkbox"/>			PROJECT NAME AND LOCATION										CONTRACTOR REGISTRATION NUMBER						
1. NAME AND ADDRESS OF EMPLOYEE	2. WORK CLASSIFICATION	Overime (OT) or Straight time (ST)	3. DAY AND DATE							4. TOTAL HOURS	5. RATE OF PAY	6. GROSS AMOUNT EARNED		7. DEDUCTIONS						8. NET WAGES PAID FOR WEEK	9. Total Fringe Benefit Cost/Hr.
			HOURS WORKED EACH DAY									This Project Only	Total for Week	FICA	With- holding Tax				Total Deduc- tions		
			OT																		

Questions? Please contact the Division of Wage and Hour Compliance at (609) 292-2259 or (609) 292-2283.

**SUBMIT TO PUBLIC BODY OR LESSOR**

Date \_\_\_\_\_

I, \_\_\_\_\_  
(Name of signatory party) (Title)

do hereby state and certify:

(1) That I pay or supervise the payment of the persons employed by \_\_\_\_\_  
\_\_\_\_\_ on the \_\_\_\_\_;  
(Contractor or Subcontractor) (Project Name and Location)

that during the payroll period beginning on \_\_\_\_\_, and ending on \_\_\_\_\_, all persons employed  
(Date) (Date)

on said project have been paid the full weekly wages earned, that no rebates have been or will be made either  
directly or indirectly to or on behalf of said \_\_\_\_\_  
(Contractor or Subcontractor)

from the full weekly wages earned by any person and that no deductions have been made either directly or  
indirectly from the full wages earned by any person, other than permissible deductions as defined in the New Jersey  
Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq. and Regulation N.J.A.C. 12:60 et seq. and the Payment of  
Wages Law, N.J.S.A. 34:11-4.1 et seq.

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct  
and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage  
rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for  
each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered with the United States Department  
of Labor, Bureau of Apprenticeship and Training and enrolled in a certified apprenticeship program.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above  
referenced payroll, payments of fringe benefits as listed in the contract have been or will be  
made when due to appropriate programs for the benefit of such employees, except as noted in  
Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid as indicated on  
the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the  
amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c)  
below.

(c) FRINGE BENEFITS

EXCEPTIONS (CRAFT)
REMARKS
PLEASE SPECIFY THE TYPE OF BENEFIT PROVIDED AND NOTE THE TOTAL COST PER HOUR IN BLOCK 9 ON THE REVERSE SIDE*
1) Medical or hospital coverage <input type="checkbox"/>
2) Dental coverage <input type="checkbox"/>
3) Pension or Retirement <input type="checkbox"/>
4) Vacation, Holidays <input type="checkbox"/>
5) Sick days <input type="checkbox"/>
6) Life Insurance <input type="checkbox"/>
7) Other (Explain) <input type="checkbox"/>
* TO CALCULATE THE COST PER HOUR, DIVIDE 2,000 HOURS INTO THE BENEFIT COST PER YEAR PER EMPLOYEE.

(5) N.J.S.A. 12:60-2.1 and 5.1 – The Public Works employers shall submit to the public body or lessor a certified payroll record each pay period within 10 days of the payment of wages.

NAME AND TITLE
SIGNATURE
THE FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. N.J.S.A. 34:11-56.25 ET SEQ. AND N.J.A.C. 12:60 ET SEQ. AND N.J.S.A. 34:11-4.1 ET SEQ.