CALIFORNIA PAYROLL CARD FACT SHEET

* You must have an employee’s written consent to deposit wages onto a payroll card
* Employees may not be required to receive wages on a payroll card
* Employees must be allowed one free withdrawal in cash per pay period, which permits the employee to withdraw up to and including his or her entire wage payment
* Employees must receive each pay period an itemized wage statement showing gross amount of pay, rates of pay, hours worked at each rate, any deductions made, net amount of pay, dates of the pay period, name and address of the employer, and the employee’s name and Social Security number or other employee identification number
	+ If the itemized wage statement is provided electronically it must be:
		- Available on a secure website accessible by confidential PIN and employee ID number
		- Accessible through both company provided computers and employees’ personal computers
		- Available for access and printing through a company provided computer free of charge
		- Maintained for three years and available to employees at any time during that period
	+ An employee may request a paper copy at any time free of charge
* You must provide a list of terms and conditions of the payroll card as well as all fees including fees from:
	+ Card issuer
	+ Employer
	+ Third parties