

The Fair Labor Standards Acts (FLSA) allows an employer to count as wages the value of food, housing and “other facilities” like meals and transportation provided to employees.

The Oklahoma Labor Board also states that Housing may be counted as compensation or financial Remuneration. Here is our policy:

1. Hours must be worked each week and counted towards the monthly total.
2. All hours must be documented by the employee and texted to manager daily.
3. A weekly spreadsheet must be emailed for records of hours worked. This is the responsibility of the employee.
4. Any laptop or phone given for use is the property of YouthField.com and may be recalled at anytime if needed. Any damages will be charged to the employee.
5. Furnishings may not be altered, moved, or otherwise changed to premises without written authorization.
6. Excessive use of utilities such as heat and air being left on, will result in additional charges to employee.
7. If employment is terminated by either party, an immediate inventory will be taken by both parties to protect both sides. A 5 day notice will be given by either party to vacate.
8. Employer may enter premises at any time for repairs, inspection, or emergency reasons.
9. Repairs of property will be scheduled by the manager and performed by the maintenance employee, probably the person living there. Parts will be provided by the manager. A written request must be presented immediately for work to be scheduled. If work is beyond the scope of the regular maintenance person, a skilled contractor will be called by the manager.

Agreed _____ date _____

_____ date _____