

GRAND CANAL HOTEL

DUBLIN

Tips and Gratuities Notice In compliance with section 4E of the Payment of Wages Act 1991

(as inserted by section 3 of the Payment of Wages (Tips and Gratuities) Act 2022)

This notice advises employees and customers on how tips, gratuities, service charges and other mandatory charges are treated on this premises.

- In Canal Express and Epic Restaurant, all Tips and Gratuities collected by electronic or other means are distributed to employees in a manner that has been agreed upon with our employees.
- The Grand Canal Hotel does not apply Service Charges to tables.

Payment of tips and gratuities by electric means

- The employees in Canal Express and Epic Restaurant have agreed to share the amount of tips received by electronic means on a per hour worked basis.
- The amount of electronic tips received is calculated on a weekly basis.
- All tips or gratuities for each week are paid, along with employees wages the following week. Tips will appear on payslips as 'other pay'. This 'other pay' details the amount of tips or gratuities and service charges distributed to the employee to whom the payslip is provided.
- Grand Canal Hotel does not retain any share of tips or gratuities received except those required by law (e.g., deductions for income tax, PRSI, USC etc).
- Any tip received by our night team members by electronic means will be retained by the staff member that receives the tip.
- A statement will be sent to employees detailing the total amount of tips or gratuities by the employer for the period to which the statement relates within 10 days of the distribution.

Payment of tips and gratuities by cash

- The employees have agreed to share the amount of tips received by cash means on a daily or shift basis as appropriate.
- Cash tips are calculated and divided between all team members in either Epic Restaurant or Canal Express. The amount received is dependent on the total number of hours worked in the day.
- The management of the Grand Canal Hotel takes no involvement or responsibility for the distribution or allocation of cash tips.

Date 1st December 2022