

Reminder: Salary Timetable Amendment

Dear [Employee's Name],

We hope this message finds you well. This is a friendly reminder regarding the amendment to the salary timetable that will take effect from [Start Date]. Please take note of the following changes:

- New Salary Payment Date: [New Payment Date]
- Frequency of Payment: [Monthly/Bi-Weekly]
- Any changes to overtime rates: [Details]

If you have any questions or concerns regarding this amendment, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Restaurant Name]

[Contact Information]