



**For compliance assistance  
you may call us at: 1-877-321-4144  
FAX: 1-888-442-4144**

## Dear Employer,

State and Federal Law requires **Michigan** employers to post the following notices at most work sites. Investigations may be conducted by State inspectors. An employer found to be in violation of State or Federal Laws by willfully failing to post up-to-date OSHA posters may be subject to **monetary penalties** of up to **\$7000**, as well as exposure to **civil liability actions**. The Michigan Labor Law Poster Service is a non-governmental organization providing mandatory workplace posters and does not have a contract with any government agency. Certain posters may also be available free from the issuing governmental agencies.

## STATE POSTING REQUIREMENTS

- ☐ **Minimum Wage Law**  
**(MCLA 408.391)**  
"Every employer subject to the provisions of [the minimum wage law] or of any regulation or order issued under its provisions shall keep a copy of them posted in a conspicuous place in the area where employees are employed."
  - ☐ **Safety and Health Protection on the Job**  
**(MCLA 408.1011)**  
"An employer shall ... post notices and use other appropriate means to keep his or her employees informed of their protections and obligations under this act, including applicable rules and standards."
  - ☐ **Right to Know**  
**(MCL 408.1014j)**  
"An employer subject to the [Occupational Safety and Health Act] shall post signs throughout the workplace advising employees of all of the following... the location of the material safety data sheets for the hazardous chemicals produced or used in the workplace and the name of the person from whom to obtain the sheets..."
  - ☐ **Whistleblower Protection Act**  
**(MCLA 15.368)**  
"An employer shall post notices and use other appropriate means to keep his or her employees informed of their protections and obligations under this act."
  - ☐ **Youth Employment Standards Act**  
**(MCLA 409.113(l))**  
"Each employer shall keep posted conspicuously in or about the premises at which a minor is employed, a printed copy of the [Youth Employment Standards Act]."
- Also Included in Our Posters:**
- \* Employment Security
  - \* Michigan Prohibits Discrimination

## FEDERAL POSTING REQUIREMENTS

- ☐ **Federal Minimum Wage Act (29 CFR § 516.4) (UPDATED)**  
Pursuant to **29 USC §206(a)(1)**, as amended by P.L. 110-28, H.R. 2206, effective July 24, 2009, the federal minimum wage increases from \$6.55 an hour to \$7.25 an hour.  
"Every employer ... shall post and keep posted a notice explaining the Act ... in conspicuous places in every establishment where such employees are employed so as to permit them to observe readily a copy."
- ☐ **Equal Employment Opportunity is the Law (29 CFR § 1601.30)**  
"Every employer ... shall post and keep posted in conspicuous places upon its premises notice in an accessible format ... describing the applicable provisions of title VII and the ADA. Such notice must be posted in prominent and accessible places where notices to employees...are customarily maintained...[F]ailure to comply with this section is punishable by a fine of not more than **\$110** for each separate offense."
- ☐ **Family and Medical Leave Act (29 USC §2619(a)(b)) (NEWLY REVISED)**  
Employers shall post in conspicuous places the pertinent provision of this law and information about filing a violation charge.
- ☐ **Uniform Services Employment and Reemployment Rights Act (38 USCA § 433(a))**  
"Each employer shall provide to persons entitled to rights and benefits under this chapter a notice of the rights, benefits, and obligations of such persons and such employers under this chapter. The requirement for the provision of notice under this section may be met by the posting of the notice where employers place notices for employees."
- ☐ **Employee Polygraph Protection Act (29 CFR § 801.6)**  
"Every employer subject to the EPPA shall post and keep posted on its premises a notice explaining the Act, as prescribed by the Secretary. Such notice must be posted in a prominent and conspicuous place in every establishment of the employer where it can be readily observed by employees and applicants for employment." Under 29 CFR § 801.42(7) a civil penalty not to exceed **\$10,000** may be assessed against any employer for violating any provision of this Act.
- ☐ **Occupational Safety and Health Act (29 CFR § 1903.2(a)(1))**  
"Each employer shall post and keep posted a notice or notices ... informing employees of the protections and obligations provided for in the Act ... in a conspicuous place or places where notices to employees are customarily posted. Each employer shall take steps to insure that such notices are not altered, defaced, or covered by other material."

Order #: \_\_\_\_\_

Sales Rep.: \_\_\_\_\_

Fill out and send in the following order form:

## SHIP TO

Company	
Address	
City/State/Zip	
Phone	ATTN:

## PAYMENT INFO

**Payment by:** ☐ VISA ☐ MC ☐ AmEx ☐ Discover  
☐ Check # \_\_\_\_\_

Credit card number.

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Exp. date

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Payment Amount \$ \_\_\_\_\_ Order # \_\_\_\_\_

**X** \_\_\_\_\_  
Signature

**Key Code:** (req. for existing) \_\_\_\_\_

Complete set of Federal and State		
First set	_____ @ \$59.50	\$
Add'l sets	_____ @ \$52.50/set	\$
<b>Separate posters</b>		
Federal set only	_____ @ \$24.50	\$
State set only	_____ @ \$49.50	\$
<b>Other Items</b>		
		\$
		\$
		\$
<b>Sub-total</b>		\$
<b>6% Mich. sales tax</b>	<i>Sub-total x .06 (if applicable)</i>	\$
<b>Shipping:</b> First set	\$7.75	\$
Add'l sets & individual posters: Each \$5.75		\$
<b>TOTAL</b>		\$