

ATTENTION ALL EMPLOYERS!

New Federal and State Posters for 2006! See descriptions and requirements below:

T 517 321 4144 Z 48917 +4 2600

Notice Date:

Company ID:

For compliance help, call 1-877-321-4144 or fax 1-888-442-4144

FROM: MICHIGAN LABOR LAW POSTER SERVICE • 5859 W. SAGINAW #343 • LANSING, MICHIGAN 48917-2653

TO:

LOGO

URGENT

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 **CRIMINAL PENALTIES** as well as **CIVIL LIABILITY ACTIONS** including assessments of **UP TO \$7,000**. The Michigan Labor Law Poster Service is a non-governmental organization providing mandatory workplace posters and does not have a contract with any governmental agency. Posters may also be available free from issuing governmental agencies. Compliance with State and Federal posting requirements may be achieved by responding to the order form below.

RESPOND TODAY. **FAX** YOUR COMPLETED ORDER FORM TO 888-442-4144 OR **CALL** 877-321-4144.

FEDERAL POSTING REQUIREMENTS

☐ **Uniformed Services Employment and Reemployment Rights Act (38 USCA § 4334(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.

☐ **Equal Employment Opportunity is the Law (29 CFR § 1601.30)**  
“Every employer...shall post and keep posted in a conspicuous places upon its premises notices 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 punishable by a fine of not more than \$110 for each separate offense.”

☐ **Family and Medical Leave Act (29 USC § 2619(a)(b))**  
“Each employer shall post and keep posted, in a conspicuous place on the premises of the employer where notices to employees and applicants for employment are customarily posted, a notice...setting forth excerpts from, or summaries of, the pertinent provisions of this subchapter and information pertaining to the filing of a charge....Any employer that willfully violates this section may be assessed a civil money penalty not to exceed \$100 for each separate offense.”

☐ **Federal Minimum Wage (29 CFR § 516.4)**  
“Every employer employing any employees subject to the Act’s minimum wage provisions shall post and keep posted a notice explaining the act, as prescribed by the Wage and Hour Division, in conspicuous places in every establishment where such employees are employed so as to permit them to observe readily a copy.”

☐ **Occupational Safety and Health (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 with other material.”

☐ **Minimum Wage Law (MCL 408.391)**  
“Every employer subject to ... this Act 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.”

☐ **Occupational Safety and Health Act (MCL 408.1011)**  
“An employer shall ... [p]ost 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.”

☐ **Overtime Compensation Rules (MCL 408.481)**  
“Every employer subject to the provisions of this Act 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.”

☐ **Occupational Safety and Health Act - Hazardous Chemicals (MCL 408.1014j)**  
“An employer ... shall post signs throughout the workplace advising employees of ... the location of the material safety data sheets for the hazardous chemicals produced or used in the workplace. ... ”

☐ **Bureau of Safety and Regulation (MCL 408.481)**  
“Every employer subject to the provisions of this Act 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.”

☐ **Whistleblower Protection Act (MCL 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 (MCL 409.113(I))**  
“Each employer shall keep posted conspicuously in or about the premises at which a minor is employed, a printed copy of sections 10, 11, and 12 of this Act.”

STATE POSTING REQUIREMENTS

• Mail the Order Form below with your check payable to:  
**Michigan Labor Law Poster Service**  
**5859 W. Saginaw #343**  
**Lansing MI 48917-2653**

• Or call **877-321-4144** to order fast

ORDER FORM

Order FAST by phone 877-321-4144! Company ID

A complete set consists of 3 (one Federal and two State) large 18 x 24” full-color, plastic laminated posters.

**Complete set of Federal and State**

First set @ \$54.50 \$

Add’l sets @ \$49.50/set \$

**Separate posters**

Federal only @ \$24.50 \$

State set @ \$39.50 \$

Sub-total \$

6% Mich. sales tax Sub-total x .06 \$

Shipping: First set \$7.75 \$

Add’l sets & individual posters: Each \$3.75 \$

TOTAL \$

Payment by: Check ☐ VISA ☐ MC ☐ AmEx ☐ Discover ☐

Credit card # Exp. date

FAX credit card orders to 888-442-4144

X  
Signature

SHIP TO

Company

Address

City/State/Zip

Phone ATTN:

Call for \$ discounts on large orders.

Posters also available in Spanish. Call 877-321-4144