



THE CALIFORNIA LABOR LAW POSTER SERVICE  
5431 AUBURN BLVD. #300  
SACRAMENTO, CALIFORNIA 95841-2801

For compliance assistance  
you may call us at: 1-877-321-4144

FAX: 1-888-442-4144

Notice Date: FX-08  
Key Code:

ATTENTION ALL EMPLOYERS!  
New Minimum Wage  
Effective January 1st 2008

Dear Employer,  
State and Federal Law requires **California** 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 California 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. Compliance with State and Federal posting requirements may be achieved by responding to the order form below. **PLEASE RESPOND TODAY TO THE ENCLOSED.**

STATE POSTING REQUIREMENTS

- ☐ **Whistleblower Protection (CA Labor Code §1102.8 (a))**  
"An employer shall prominently display... a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline."
- ☐ **Workers' Compensation Carrier**  
"Every employer subject to the compensation provisions of this division shall post and keep posted in a conspicuous location frequented by employees, and where the notice may be easily read by the employees during the workday, a notice that states the name of the current compensation insurance carrier of the employer..."  
**"PLEASE NOTE:** Notice of an employers Workers Compensation Carrier is required by California Labor Code §3550(a). However, this Notice must be obtained from your carrier."
- ☐ **Occupational Safety and Health Protection Law (CA Code of Regulations, Title 8, Section 340)**  
"Every employer shall be required to post immediately upon receipt and to keep posted the CAL/OSHA Notice of Employee Protections and Obligations...which is furnished pursuant to Labor Code Section 6328."
- ☐ **Payday Notice (CA Labor Code §207)**  
"Every employer shall keep posted conspicuously at the place of work...a notice specifying the regular pay days and the time and place of payment..."
- ☐ **Unemployment Insurance Benefits (CA Unemployment Insurance Code, §1089)**  
"Each employer shall post and maintain in places readily accessible to individuals in his service such printed statements concerning benefit rights and other matters as may be prescribed by authorized regulations. Each employer shall...supply each individual at the time he becomes unemployed with copies of printed statements or materials relating to claims for benefits."
- ☐ **Emergency Informations**  
**Also included in our posters:**  
\* Minimum Wage  
\* Unemployment Insurance, Disability Insurance, Paid Family Leave Benefits  
\* Discrimination and Harassment in Employment are Prohibited by Law  
\* Pregnancy Disability Leave (Required if you have 5 to 49 employees)  
\* Family Care and Medical Leave (CFRA Leave) and Pregnancy Disability Leave (Employers and public agencies with 50 or more employees)  
\* Emergency Phone Numbers  
\* Time Off to Vote  
\* Notice to Employees – Injuries Caused by Work  
\* Access to Medical and Exposure Records

FEDERAL POSTING REQUIREMENTS

- ☐ **Federal Minimum Wage Act (29 CFR § 516.4) (NEW)**  
Pursuant to **29 USC §206(a)(1)**, as amended by P.L. 110-28, H.R. 2206, effective July 24, 2007, the federal minimum wage increases from \$5.85 an hour to \$6.55 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."
- ☐ **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.
- ☐ **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))**  
"Each employer shall post and keep posted, in conspicuous places 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."
- ☐ **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."

PLEASE MAIL THIS FORM WITH YOUR  
CHECK, PAYABLE TO:  
THE CALIFORNIA LABOR LAW  
POSTER SERVICE  
5431 AUBURN BLVD. #300  
SACRAMENTO, CALIFORNIA 95841-2801  
1-877-321-4144 (phone orders)

Please send the following posters:

Complete Set(s) of Federal and State

1st set.....

\$59.50

\$

Add'l. set(s) .....

\$52.50

\$

Separate Posters

Federal Only .....

\$24.50 each

\$

State Set .....

\$49.50 each

\$

(1st set \$7.75; ..... Shipping \$ .....  
add'l sets and Individual  
posters \$5.75 each;) .....TOTAL \$ .....  
Please Call for Large Order Discounts.

Order Form      FX-08      Key Code:  
A complete set is made up of three large posters, one Federal and two State.  
Posters are 18" x 24" in full color and laminated in plastic.  
Posters also available in Spanish – please call.

PLEASE FAX CREDIT CARD ORDERS TO: 1-888-442-4144 – FAX

Enclosed: ☐ Check    ☐ Money Order    ☐ Automatic Annual Renewal

Credit Card:    ☐ VISA    ☐ MC    ☐ AmEx    ☐ Discover

Credit Card #: \_\_\_\_\_ – \_\_\_\_\_ – \_\_\_\_\_ Exp. \_\_\_\_\_ / \_\_\_\_\_

Signature \_\_\_\_\_

Ship to: (please print clearly)      Attention: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_