



THE COLORADO LABOR LAW POSTER SOURCE
3100 S. SHERIDAN BLVD., SUITE 1-C #246
DENVER, COLORADO 80227-5528

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

FAX: 1-888-442-4144

Notice Date:
Tracking Code:

ATTENTION ALL EMPLOYERS!
State and Federal Posters for 2008!
Please see requirements below.

Dear Employer,
State and Federal Law requires **Colorado** 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 **Occupational Safety and Health Act** posters may be subject to **monetary penalties** of up to **\$7000**, as well as exposure to **civil liability lawsuits**. The Colorado Labor Law Poster Source is not a government organization 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

- ☐ **Colorado Minimum Wage Law**
(Colorado Minimum Wage Order Number 24.)
“Every employer subject to this wage order must display a wage order poster in an area frequented by employees where it may be easily read during the workday.”
- ☐ **Payday Notice**
(Colorado Revised Statutes, §8-4-107)
“Every employer shall post and keep posted conspicuously at the place of work . . . a notice specifying the regular paydays and the time and place of payment . . .”
- ☐ **Anti-Discrimination**
(Colorado Civil Rights Division Rule 20.1.)
“Every employer, employment agency, labor organization, and place of public accommodation, amusement and resort shall post and maintain at its establishment a notice furnished by the commission . . .”
- ☐ **Unemployment Insurance** (ie. Employment Security)
(Colorado Revised Statutes, §8-74-101(2); Reg 7.3.1 through 7.3.5)
“Every employer shall post and maintain notices to inform his employees that he is subject to the “Colorado Employment Security Act” and has been registered by the division. Such notices shall be conspicuously posted at or near work locations...”
- ☐ **Workers’ Compensation and Related Provisions**
(Colorado Revised Statutes §8-43-102)
“Every employer shall display at all times in a prominent place on the workplace premises a printed card with a minimum height of fourteen inches and a width of eleven inches with each letter to be a minimum of one-half inch in height . . .”
- ☐ **Our Posters Also Include:**
Notice to Employer of Injury

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 USC § 4334)**
“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 COLORADO LABOR LAW
POSTER SOURCE**
3100 S. SHERIDAN BLVD., SUITE 1-C #246
DENVER, COLORADO 80227-5528
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: (_____) _____