



THE DELAWARE LABOR LAW POSTER SERVICE  
4142 OGLETOWN STANTON ROAD #612  
NEWARK, DELAWARE 19713-4169

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 **Delaware** 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 Delaware 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

- ☐ **Minimum Wage Law**  
(Delaware Code, Title 19, Ch 9, Sec 908)  
“Every employer shall keep a summary of this chapter, approved by the Department, and of any applicable regulations published thereunder or a summary thereof, approved by the Department, posted in a conspicuous and accessible location in or about the premises or place of employment and where employees normally pass.”
- ☐ **Wage Payment and Collection Law**  
(Delaware Code, Title 19, Ch 11, Sec 1108)  
“It shall be the duty of every employer of over three employees to: Post and maintain in a place accessible to the employees and where they normally pass a summary of this chapter ...”
- ☐ **Discrimination in Employment Law**  
(Delaware Code, Title 19, Ch 7, Sec 716)  
(a) “Every employer, employment agency and labor organization, as the case may be, shall post and keep posted in conspicuous places upon its premises where notices to employees, applicants for employment and members are customarily posted, a notice to be prepared or approved by the Department setting forth excerpts from or summaries of the pertinent provisions of this chapter and subchapter III of this chapter and information pertinent to the filing of a complaint.” (b) “A willful violation of this section shall be punishable by a fine of not more than \$100 for each separate offense.”
- ☐ **Workers’ Compensation Law** (Delware Code, Title 19, Ch 23)  
“Employers are required by Law to display this notice in a place accessible to employees and where they regularly pass.”
- ☐ **Child Labor Law** (Delaware Code, Title 19, Ch 6)  
“Employers are required by Law to display this notice in a place accessible to employees and where they regularly pass.”
- ☐ **Meal Break Law** (Delaware Code, Title 19, Ch 6)  
“Employers are required by Law to display this notice in a place accessible to employees and where they regularly pass.”

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 DELAWARE LABOR LAW  
POSTER SERVICE  
4142 OGLETOWN STANTON ROAD #612  
NEWARK, DELAWARE 19713-4169  
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: ( \_\_\_\_\_ ) \_\_\_\_\_