



STATE OF NEW YORK  
**DEPARTMENT OF LABOR**  
DIVISION OF LABOR STANDARDS  
GOVERNOR W. AVERELL HARRIMAN  
STATE OFFICE BUILDING CAMPUS  
ALBANY, NEW YORK 12240

## **EMPLOYMENT POSTERS INFORMATION**

In response to your request for required employment posters, we are pleased to send the following, which are within the jurisdiction of the Division of Labor Standards and are mandated by New York State Labor Law:

- MINIMUM WAGE POSTER**
- WORKING HOURS FOR MINORS:** Prepare and conspicuously display your own notice showing the daily starting and ending times, including meal periods, for every day each minor is scheduled to work. A copy of "Permitted Working Hours for Minors Under 18 Years of Age" (LS-171) is enclosed.
- NOTICE OF FRINGE BENEFITS AND HOURS POSTING:** Either prepare and conspicuously display your own notice delineating your company's policy concerning fringe benefits and working hours or distribute a copy of your policy to each employee. "Notice Requirements for Fringe Benefits and Hours" (LS-606) is enclosed.
- PROHIBITED WAGE DEDUCTIONS AND TIP APPROPRIATION POSTING:** Employers engaged in the sale or service of food or beverages are required to post a copy of Labor Law Sections 193 (prohibited deductions from wages) and 196-d (appropriation of tips). A copy of each Section is enclosed.

**FOR ADDITIONAL INFORMATION OR ASSISTANCE, CONTACT ANY OF THE DIVISION OF LABOR STANDARDS OFFICES LISTED ON THE REVERSE SIDE.**

### **POSTERS REQUIRED FROM THE UNEMPLOYMENT INSURANCE DIVISION AND OTHER AGENCIES:**

**UNEMPLOYMENT INSURANCE POSTER:** Issued by the New York State Department of Labor, Unemployment Insurance Division, Registration Section, Room 363, Gov. W. Averell Harriman State Office Building Campus, Albany, NY 12240, (518) 485-8589, following your registration.

**WORKERS COMPENSATION AND DISABILITY BENEFITS POSTERS:** Obtain from your insurance carrier.

**HUMAN RIGHTS POSTER (ANTI-DISCRIMINATION LAWS):** Obtain from the New York State Division of Human Rights, Public Information, 1 Fordham Plaza, 4th Floor, Bronx, NY 10458, (718) 741-8400.

**FEDERAL POSTERS:** Obtain from the United States Department of Labor and the Equal Opportunity Commission. To locate the offices nearest you, consult the blue pages of your telephone directory under, "United States Government Offices."

## **DISTRICT OFFICES:**

### **ALBANY DISTRICT**

State Office Campus  
Bldg. 12, Room 185A  
Albany, NY 12240  
(518) 457-2730

### **BINGHAMTON DISTRICT**

Sub-district  
44 Hawley Street  
Room 909  
Binghamton, NY 13901  
(607) 721-8014

### **BUFFALO DISTRICT**

65 Court Street  
Room 202  
Buffalo, NY 14202  
(716) 847-7141

### **GARDEN CITY**

400 Oak Street  
Suite 101  
Garden City, NY 11530-6551  
(516) 794-8195

### **NEW YORK CITY**

75 Varick Street, 7<sup>th</sup> Floor  
New York, NY 10013  
(212) 775-3880

### **ROCHESTER**

(Sub-district)  
109 S. Union Street  
Room 318  
Rochester, NY 14607  
(585) 258-4550

### **SYRACUSE DISTRICT**

333 East Washington Street  
Room 121  
Syracuse, NY 13202  
(315) 428-4057

### **WHITE PLAINS DISTRICT**

120 Bloomingdale Road  
White Plains, NY 10605  
(914) 997-9521

DOL WEBSITE HOMEPAGE  
<http://www.labor.state.ny.us>