



## New Mandatory Poster

Insights

11.17.11

The New Jersey Department of Labor and Workforce Development (NJDOL) recently issued a new six-page notice that employers must post in their locations and provide to all employees. All New Jersey employers must immediately begin providing a copy of the notice to any new hires, and provide it to all current employees by December 7, 2011.

### What It Means For You

All employers – even those with only a single New Jersey employee – must provide each employee notice of the employer's obligations to maintain and report to the state, records concerning wages, benefits, tax, and other contributions and assessments under New Jersey wage, benefit, and tax laws. The six-page required notice, Form MW-400, can be obtained at the New Jersey Department of Labor and Workforce Development [Website](#). For your convenience we have also included a copy of the form in the link below.

Failure to comply with the requirement can result in a fine of not more than \$1,000 and criminal penalties.

The Notice must be posted "conspicuously" in an accessible location at all worksites by December 7, 2011. If all employees have access to a company Intranet or Internet site maintained for their exclusive use, posting the notice there will satisfy the posting requirement.

Employers must also provide a copy of Form MW-400 to every current employee and new hires immediately. All other employees must receive Form MW-400 by December 7, 2011. Providing the notice by email will satisfy the requirement to provide the notice to an employee.

For questions or guidance about the notice and providing or posting it, contact any attorney in the New Jersey office of Fisher Phillips at (908) 516-1050.

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*This Legal Alert provides information about a specific state law. It is not intended to be, and should not be construed as, legal advice for any particular fact situation.*