



Attention Petaluma Employers

We would like to make you aware that there are **other requirements** your company is subject to in addition to posting your City of Petaluma poster in a conspicuous location.

- All employers must also provide each employee written notice of the local minimum wage and their rights at the onset of employment and annually thereafter. The city has provided a sample letter in both English and Spanish for employers to use.

For further information about the written notification requirement and to access the sample letter, go to <https://cityofpetaluma.org/minimum-wage/> or call 707-778-4484.

- All employers are also required by law to post state and federal labor law posters, and Poster Compliance Center publishes state and federal posters in multiple formats. If you need these posters, please go to www.postercompliance.com/labor-law-posters/california/ to order, or call us at 800-322-3636.

Depending on a company's industry, type of commerce, sector, location, or workforce, additional specialized notices may be required by federal, state, or local governments or agencies. Examples could include notices for federal contractors, notices that must be posted for the public or job applicants (in addition to those posted for employees), a labor law notice required in another language for employees who do not speak English, public sector notices, signage that must be posted at a specific location in your business such as the entrance, or a notice that can only be obtained through an insurance company.