



## Attention Santa Monica 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 Santa Monica poster (Minimum Wage and Paid Sick Leave) in a conspicuous location.

- 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/](http://www.postercompliance.com/labor-law-posters/california/)** to order, or call us at 800-322-3636.
- In addition, per the Minimum Wage Ordinance, every employer must also provide each employee written notice of the employer's name, address, and telephone number at the time of hire.

For further information about the written notification requirement, go to **[https://library.qcode.us/lib/santa\\_monica\\_ca/pub/municipal\\_code/item/article\\_4-chapter\\_4\\_62](https://library.qcode.us/lib/santa_monica_ca/pub/municipal_code/item/article_4-chapter_4_62)** or call 310-458-8211.

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.