

## TIP SHEET

# FILL-IN-THE-BLANK POSTINGS

Did you know a large number of labor law postings contain **fill-in-the-blank** information? These postings are to be completed at the location-level, providing the information outlined by the location's state, county, city and more.



This "fill-in-the-blank" information may include:

- Emergency contacts
- Workers' compensation carrier
- Area hospitals
- Unemployment insurance
- And more

## 38 STATES AND CITIES HAVE MANDATORY FILL-IN-THE-BLANK POSTINGS

Arkansas	Indiana	Mississippi	Rhode Island
Alabama	Kansas	North Carolina	Tennessee
Arizona	Kentucky	Nebraska	Texas
California	Louisiana	New Hampshire	Utah
Colorado	Massachusetts	New Jersey	Vermont
Connecticut	Maryland	New Mexico	Washington
D.C.	Maine	Nevada	Wisconsin
Florida	Michigan	New York	
Georgia	Minnesota	Oklahoma	
Illinois	Missouri	Pennsylvania	Portland, Maine

### COMPLIANCE TIP:

Including custom memos or notifications along with poster updates help ensure your location managers understand how to complete the postings. Be sure to include instructions on how to fill them out, what information to include, and how often to update them.



If this information is not completed, your labor law posters **may not be compliant**. So, double-check (or have your location managers check) by performing a quick audit of each of your postings to ensure they reflect the most updated information.