■ EMPLOYMENT AGENCY LAW

TERMS: It is unlawful for any person or firm, for a fee or other compensation, to supply workers to an employer, to arrange jobs for workers, or to give information to employers or workers as to where help or jobs may be obtained, without having a state-issued employment agency license. As conditions for receipt of a license, the applicant must pay a $75 license application fee, provide the state agency with a fee schedule and a copy of its contract form, and post a bond in the amount of $30,000 to cover any damages due to a wrongful act or violation of law on the part of the applicant.

Employment agencies are also required to keep a record of each worker who signs an employment contract or agreement, the name and address of each employer to whom they refer a worker, and the fees they charge. Likewise, a worker cannot be required to pay a fee to an employer as a condition of hire, and employment agencies are prohibited from deceiving or making false promises to workers seeking employment or employers seeking workers.

ENFORCEMENT: *Division of Labor, Iowa Workforce Development, Des Moines, Iowa 50319 (515-725-5615).*