

■ **EMPLOYMENT AGENCY LAW**

TERMS: Anyone who charges a fee for providing workers with information or services enabling them to obtain employment, or for providing employers with information enabling them to obtain workers, is required to have a written agreement with each worker or employer to whom he or she provides services. The contract must be dated and show the name of the agent, the charges or fees to be paid by the worker or employer for the agent's services, and other prescribed information.

Among other responsibilities, the agent must give each worker an itemized receipt for each fee or charge paid by the worker, and must keep a detailed record identifying each employer to whom the worker was referred, the occupation involved, the expected duration of the job, the wage to be paid, and related information.

It is illegal for an employment agent to knowingly print or publish false information regarding employment.

ENFORCEMENT: *Labor Standards Division, Minnesota Department of Labor and Industry, St. Paul, Minnesota 55155 (651-284-5070).*