

IMMIGRATION STATUS, CONFIDENTIALITY and FILING ANONYMOUSLY

NJDOL does not ask about citizenship and serves all workers regardless of their immigration status. NJDOL will not share any information, including with immigration agencies, unless required by law or regulations.

In limited cases, NJDOL can disclose identifying information. For example, if it's to enforce NJDOL law, or required by a judge or government agency. Law enforcement agents must provide a signed request and warrant, and certify they'll keep identifying information confidential. We cannot provide identifying information to a government agency if your complaint was filed against them.

To file anonymously, file by mail or fax. Write "ANONYMOUS" in the name section of the complaint form and leave address blank. You won't receive information about your complaint or be able to check its status.

PROTECTION from RETALIATION

It's against the law for employers to retaliate against you for filing a complaint. Employers that break the law can face fines and penalties. Learn more at myworkrights.nj.gov.

How to FILE A COMPLAINT



Online:
myworkrights.nj.gov



Mail:
**New Jersey Department of Labor and
Workforce Development**
Division of Wage and Hour Compliance,
P.O. Box 389
Trenton, NJ 08625-0389



Fax:
(609) 695-1174

Print a paper form at:
nj.gov/labor/file



KNOW YOUR NJ WORK RIGHTS:

FILING A WAGE AND HOUR COMPLAINT



myworkrights.nj.gov



- How to file
- Important tips
- What to expect

We **INVESTIGATE:**

- **Wage theft/unpaid wages; minimum wage and overtime violations**
- **Earned sick leave violations**
- **Retaliation by employers**
- **Employer misclassification of independent contractors**
- **Prevailing wage violations (publicly funded construction projects)**
- **Special protections apply to:**
 - Domestic workers
 - Tipped workers
 - Farm workers
 - Young workers/child labor




What to Expect **WHEN YOU FILE**

- 1.** If you file online, you receive a confirmation number via email within 10 days. Paper complaints do not receive a confirmation number.
- 2.** A complaint may be assigned to an investigator; referred for a wage collection proceeding; handled by mail or in a meeting with an NJDOL representative; or in some cases, referred to another government agency. You'll be contacted if we do not accept your complaint.
- 3.** Check wagehour.nj.gov with your confirmation number to see where your complaint was referred. Allow 30 days after filing.
- 4.** Your employer may be contacted. In some situations, we may ask for your written permission to share your identity or information you have provided with your employer. You may decline. We won't inform your employer you complained except in very limited circumstances. Learn more throughout this handout.
- 5.** Notification of results could take weeks or months. If your employer owes you money, they may pay you directly or through us. Payment is not guaranteed. If we determine you are not owed money, you can appeal. Learn more at nj.gov/labor/wageappeal.


To inquire about a paper complaint or for other questions, call **(609) 292-2305** or email wage.hour@dol.nj.gov. We will make every effort to provide assistance in your language.

Learn more at nj.gov/labor/investigate.


Filing **TIPS**



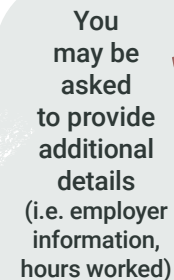
A trusted person may file on your behalf or help you file




Groups of employees must file separate complaints



Answer accurately and submit copies, not originals, of all relevant documents



You may be asked to provide additional details (i.e. employer information, hours worked)



Farm workers, email farms@dol.nj.gov to tell us you've filed or to get help