

**IPD INSTITUTE FOR PROFESSIONAL DEVELOPMENT  
COMPLIANCE WITH THE VARIETY OF LABOR LAWS  
ENFORCED BY THE DEPARTMENT OF LABOR**

**JANUARY 19, 2018, NJ LAW CENTER, NEW BRUNSWICK, NJ**

Approved by DCA - CMFO, 4 CEU's - 2 Accounting & 2 Office Mgt/Ancillary Subjects

Approved by DCA - CCFO, 4 CEU's - 2 Accounting & 2 County Fiscal Operations

Approved by DCA - RMC, 4 CEU's - 2 Finance & 2 Professional Development

Approved - RMA, CPA, PA - 4 CPE's Accounting/Auditing

9:00am - 9:30 am Registration, HOT BREAKFAST Seminar Time Table 9:30am-12:50pm

***The Wage and Hour Division is committed to providing employers with the tools they need to operate in compliance with the variety of labor laws enforced by the Division***

Wage & Hour's Enforcement Of:

The Federal Minimum Wage, Overtime Pay

Recordkeeping, Salaried vs. Non-Salaried Employees

Complying with FLSA

Labor Requirements of the Fair Labor Standards Act

Family Medical Leave Act, with Focuses on Unpaid Leave

Qualifying Conditions

Intermittent Leave/Reduced Leave Schedule

**SPEAKER: Shavonne Person**

Community Outreach & Planning Specialist

U.S. Department of Labor-Wage & Hour Division

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Directions on our web site - "<http://ipd2.com>"

**TO ASSURE PROPER POSTING, PLEASE ATTACH A COPY OF THIS APPLICATION WITH YOUR PAYMENT**

**Mail Checks to:**

**Institute For Professional Development**

**P.O. Box 1468, Clifton, New Jersey 07015-1468 Telephone (973)-777-4200**

**No One Will Be Permitted Without Purchase Order or Payment By Day of Seminar P.O. # \_\_\_\_\_**

**\_\_\_\_ I wish to register for the January 19, 2018 Your Compliance with Labor Laws**

**FAX YOUR REGISTRATION FORM TO (973)-777-0401**

**Cancellation Policy - 48 Hours in advance of seminar, in writing\*\***

**During inclement Weather, Call the Day Before the Seminar\*\***

**SEMINAR INCLUDES HOT BUFFET BREAKFAST \$ 99.00 per person Registration At Door \$ 125.00**

**NAME \_\_\_\_\_**

**TITLE \_\_\_\_\_**

**ADDRESS \_\_\_\_\_**

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**Organization or Government Unit**

**Telephone Number**

**Fax Number**

**CLAIMANTS CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalty of the law That the within bill is correct in all particulars, the articles Have been furnished or services rendered as stated herein, that no bonus has been given or received by any person or persons within knowledge of this claimant in connection with the above Claim and that the amount charged is a reasonable one.

*Michael F. Conti*

Michael F. Conti, Program Coordinator

P.O. Box 1468, Clifton, NJ 07015-1468 (973)-777-4200 - FAX (973) 777-0401

Just mail your check with this application form you do not need to send your Voucher for a separate signature since the presigned certification on the left can be attached to your Voucher in lieu of sending it to us for a signature. This form has been determined by DLGS to meet the requirement of the statutes for this type of expenditure.