

Worker Protection Central Processing
Apparel Registration
1220 Washington Ave.
Building 12, Room 288A
Albany, NY 12226



Apparel Registration

Section 345 of the New York State Labor Law provides that a manufacturer or contractor who failed to register or renew registration is subject to a civil penalty of up to one thousand five hundred dollars for the initial violation and up to three thousand dollars for the subsequent violation. A manufacturer or contractor who fails to register within twenty (20) days of the period specified in an Order issued by the Commissioner is also subject to an additional civil penalty of up to one thousand five hundred dollars for the initial violation and up to three thousand dollars for the subsequent violation and additionally the Commissioner may see to enjoin such unlawful activity.

Order to Register

To: _____
Name of Manufacturer or Contractor

Served on: _____ on: ____ / ____ / ____
Name Title Date

YOU ARE HEREBY NOTIFIED that our investigation disclosed that:

- A. At the times mentioned in this Order the above named was a manufacturer or contractor as defined in Section 340 of the New York State Labor Law and is conducting business at the above address.
- B. Said manufacturer or contractor employs production employees in occupations as described in Section 340.f.
- C. The aforesaid manufacturer or contractor is subject to Section 341.
- D. Said manufacturer or contractor failed to register with the Commissioner of Labor as required under Section 345.1.

YOU ARE HEREBY ORDERED to submit an application, with appropriate fee and documentation, for an Apparel Industry Certificate of Registration within twenty (20) days of the receipt of this Order to the address above.

A compliance conference will be scheduled before the Commissioner of Labor or designee at a future date to afford you an opportunity **to be heard** on the above. **At that time, a determination will be made** as to the assessment of a civil penalty in accordance with Section 345.4 of the New York State Labor Law. You will be notified in writing of the time and place of the compliance conference.

FOR THE COMMISSIONER OF LABOR

By _____
Labor Standards Investigator