# General Recordkeeping Requirements For Employees – MN



## MINNESOTA

Name and Address

Yes

Occupation

Yes

Pay Rate

Yes

Wage per week or pay period

Yes

Hours per day or week

Yes

Deductions per Pay Period

No

Conditions of Employment

No

Length of time records must be preserved 3 years

## RECORDKEEPING REQUIREMENTS FOR MINORS

State Laws may not specifically require employers to keep data specifically on minors, although general recordkeeping requirements on the federal level may call for maintenance of that data.

Address

No

Hours per day or week

No

Time Starting, Ending Work/Meals

No

Wages

No

Other Requirements

Date of birth, as required by department of labor. Post summary of rules.

Work Permit or Age Certificate Required

Yes

Citations to Authority – Click link to view statute:

MN  Stat. Ann §§ 177.30

Keeping records; Penalty

MN Stat. Ann.  §§ Chapter 181A

Child Labor

**Note:** *Additional data may be required by the commissioner of labor upon request.*