

# FLSA ESSENTIALS: WHAT YOU MUST KNOW TO PROTECT YOUR COMPANY

## SEMINAR ANNOUNCEMENT

The U.S. Department of Labor (DOL) has been extremely aggressive in stepping up enforcement efforts. Every week we see DOL press releases touting success in catching employers who have violated the FLSA by failing to pay overtime properly, misclassifying employees as exempt or independent contractors, failing to pay employees for all hours worked, and myriad of other violations. Don't be one of those employers! The FLSA is among the most complex laws employers must deal with, but we are here to help. Come learn from the Council's highly qualified attorneys as they share their knowledge and experience on FLSA fundamentals and how to protect your company from harm. Topics include:

- ▶ Distinguishing employees from independent contractors
- ▶ Exempt status
- ▶ The salary basis and improper deductions
- ▶ Determining hours worked
- ▶ Minimum wage challenges
- ▶ Properly calculating overtime
- ▶ Recordkeeping basics
- ▶ Strategies for controlling overtime costs
- ▶ Preparing for audits and claims



**Who should attend:** Managers, human resource professionals, and payroll administrators will gain real-world, practical insights into how to apply FLSA rules and comply with the law.

**Certification:** This program is approved for 3.5 credit hours toward PHR, SPHR, and GPHR recertification through the Human Resource Certification Institute (HRCI).

### Two Separate Dates and Locations for Your Convenience!

#### OGDEN – May 17, 2012

Where: Comfort Suites Hotel, 2250 S 1200 W, Ogden, Utah  
 Time: Seminar: 8:00 a.m. - 12:00 noon  
 Registration & breakfast buffet: 7:30 - 8:00 a.m.  
 Cost: \$129 per Council member; \$209 per non-member

#### SALT LAKE CITY – May 23, 2012

Where: Red Lion Hotel, 161 W 600 S, Salt Lake City, Utah  
 Time: Seminar: 8:00 a.m. - 12:00 noon  
 Registration & breakfast buffet: 7:30 - 8:00 a.m.  
 Cost: \$129 per Council member; \$209 per non-member

#### REGISTRATION INFORMATION:

Location:  Ogden  Salt Lake City

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address(es) of person(s) to receive reminder:

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#### PAYMENT METHOD:

Cost: **\$129 per Council member**  
**\$209 per non-member**

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Visa  Master Card  Amer Exp  Discover

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Name on card \_\_\_\_\_

Signature \_\_\_\_\_

*Refund given if cancellation is received at least one week prior to seminar*

#### Register for *FLSA Essentials: What You Must Know to Protect Your Company* by:

E-mail: [info@ecutah.org](mailto:info@ecutah.org)

Fax: 801-364-8915

Phone: 801-364-8479

Mail: The Employers Council  
 175 West 200 South, Suite 2005  
 Salt Lake City, UT 84101

\* The use of this seal is not an endorsement by HR Certification Institute of the quality of this program. It means that this program has met HR Certification Institute's criteria to be pre-approved for recertification credit.