New York Employment Agency Laws

Seeking help from an employment agency to find a job?

Employment Agency Law

Employment Law

Employment agencies in NYC must hold a Department of Consumer Affairs (DCA) license, and they must follow the law. Look for the agency's DCA license.

What you need to know when using an employment agency

Know Your Rights!

Before you sign on the dotted line, read the Job Hunter’s Bill of Rights at nyc.gov/dca and refer to the law for important information.

RATES

Feed and Receive

You cannot be charged a fee unless the employment agency places you in a job. If you are paid a fee before accepting a job or paid an amount not permitted by law, you may demand a refund, which you must receive within 7 days.

Contracts, Statements of Terms and Conditions, and Receipts

You must receive a copy of the signed contract with the agency, a statement of terms and conditions that supersedes the contract, and a receipt each time you make a payment. Keep all copies in a safe place.

Minimum Wage

You must be referred only to jobs that are current and available and pay at least the minimum wage as set by New York State and federal law. Visit nyc.gov/dca and labor.nyc.gov.

Complaints

Contact 311 or visit nyc.gov/dca to file a complaint with DCA.