

Resources & Contact Information

Phone: 302-761-8200, Option #3
Email: Wages@delaware.gov
Fax: DOL_DIA_WH_Fax@delaware.gov
or 302-736-9161

Scan the QR code to easily access additional information, office contact details, essential forms, and direct communication options.



The Division of Industrial Affairs supports your efforts to provide a fair and secure workplace. Together, we can ensure that your business not only meets legal requirements but also thrives through an empowered workforce.



DELAWARE DEPARTMENT OF LABOR
DIVISION OF
**INDUSTRIAL
AFFAIRS**

Understanding Wage Theft: A Guide for Delaware Employees

Your Rights, Protections,
and How to Seek Help

Know Your Wage Rights

Payment of Wages

- Wages must be paid at least once each month.
- You should receive all wages within seven (7) days from the close of each pay period.
- If payday falls on a non-workday, payment shall be made on the preceding workday.
- If an employee is not present on the regular payday, payment shall be made on the next regular workday that the employee is present or by mail (only if requested by the employee).
- Wages may be paid to a bank account designated by an employee (upon the employee's written request).
- Wages may be paid in cash or by check (provided that suitable arrangements are made by the employer for cashing at a bank or other business establishment convenient to the workplace).

Upon Leaving a Job & Unlawful Deductions

Upon Leaving a Job

When you quit or are let go, you'll get your last wages on the next regularly-scheduled payday(s) either through the usual pay channels or by mail (if requested by the employee) as if employment had not been suspended or terminated.

Unlawful Deductions

What Employers Can't Do:

- Deduct wages for cash or inventory shortages.
- Charge you for goods or services without a clear, agreed repayment plan.
- Deduct for damaged property or unreturned employer property without your consent.

Pay Statement & Employer Obligations

Your Pay Statement Must Include:

Wages due, pay period covered, detailed deductions, and total number of hours worked (for employees who are paid at an hourly rate).

For Employers of 4 or More

What They Must Tell You:

- At hire: your pay rate, when and where you'll be paid, and details on benefits.
- Notify employees in writing of any reductions in the rate of pay, and any changes in the day, hour or place of payment, or benefits.

Record-Keeping & Standing Against Wage Theft

Record-Keeping Requirements

Employers must keep records including; rates of pay, hours worked, and amount paid for each worker, for three (3) years.

Standing Against Wage Theft

What is Wage Theft?

- Not paying for all the hours you worked.
- Paying less than the minimum wage.
- Unlawful deductions from your wages.
- Misclassifying employees to dodge obligations.

Legal Protections:

Wage theft is a serious violation. Delaware law ensures strict penalties for offenders, including potential felony charges for repeat violations.

How to Report & Get Help

Experiencing Wage Theft?

The Delaware Office of Wage & Hour is here to support you. File a complaint if your rights are violated. Investigations are thorough, ensuring your protection and fair compensation.

Contact the Office of Wage & Hour

Email, phone, or visit us in person. We're committed to ensuring your workplace is just and your wages fair.

Be Informed. Be Empowered.

Knowledge is power. Understanding your rights is the first step in protecting yourself against wage theft and ensuring fair treatment at work.

Reach Out Today

For more information or to file a complaint, contact the Delaware Office of Wage & Hour.



**WAGE & HOUR
ENFORCEMENT**