

Time Off to Vote

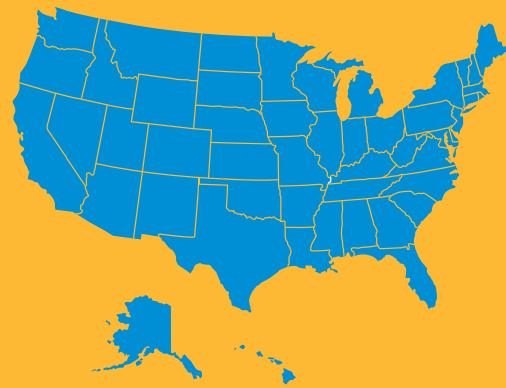
EMPLOYER/EMPLOYEE RESPONSIBILITIES ON ELECTION DAY



Election day is Nov 6, 2018



Every state requires employers to grant employees time off work to vote in general elections – and it’s a good idea to encourage your employees to perform this civic responsibility. Employer requirements differ from state to state, however.



**Knowing the law for your state ensures you'll
be in compliance on Election Day.**



STATE	EMPLOYEES AFFECTED	TIME ALLOWED TO VOTE	MUST EMPLOYEE BE PAID?	MAY EMPLOYER SPECIFY HOURS?	EMPLOYEE RESPONSIBILITY	PENALTY FOR NON-COMPLIANCE
KANSAS	All, unless the polls are open for two hours before or after the employee's work shift	2 hours, less the time polls are open before or after work	Yes	The employer may specify the time the employee takes time off. That time may not include a regular lunch break	No advance notice required	Fine up to \$2,500



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MISSOURI	Any employee who does not have three consecutive hours off during Election Day polling hours	3 hours	Yes	Employer may specify three consecutive hours when polls are open for the employee to take time off	Before Election Day, employee must notify employer of the intention to take time off to vote	Fine up to \$2,500

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