How to Use "Agricultural Labor Information" Publications

C. Seavert, T. Cross, and J. Cordero

Purpose
Agricultural employers must comply with a multitude of laws, rules, and regulations enforced by various state and Federal agencies. To help these employers deal with labor and payroll issues, we have developed 14 agricultural labor information publications, each of which provides a summary of a single employment topic. They all share the overall title, Agricultural Labor Information. This one is a guide; it's designed to assist you in identifying the publications that apply to your operation.

Using this reference guide
Read each question below. If you answer any question with a "yes," you should select the publication suggested below it. This process will ensure that publications are chosen correctly. Important! A "yes" response does not necessarily imply that an employer needs to comply with the particular program in the publication. Read the appropriate publications to determine the extent of your obligation as an employer and taxpayer.

For more information
Each publication indicates an agency to contact for additional information. Direct specific questions about your situation to the agency listed. For detailed instructions covering any of these topics, obtain the publications listed for the appropriate agency.

Selecting circulars
1. Do you employ workers in the State of Oregon?
   EC 1335, Oregon Workers' Compensation Insurance
   EC 1338, Federal Income Tax Withholding

2. Do you pay $20,000 or more in wages as an employer or do you employ 10 or more workers?
   EC 1336, Federal Unemployment Tax (FUTA)
   EC 1337, Oregon Employment Tax

3. Do your products leave the State of Oregon or do you import products for your business from out of state?
   EC 1348, Fair Labor Standards Act

4. Do you employ seasonal or migrant workers, or aliens legally authorized to work in the United States?
   EC 1354, Migrant and Seasonal Agricultural Worker Protection Act

5. Do you supply workers to other employers?
   EC 1349, Farm Labor Contractors Certification/Licensing

6. Do you need or anticipate needing workers for seasonal or temporary duties?
   EC 1353, Intrastate/Interstate Clearance System
   EC 1356, H2A Program Clearance Orders

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7. Do you employ any members of your family or do you file Schedule F when you submit your Federal income taxes?

EC 1351, Self-Employment Tax

8. Do you expect to pay any individual employee $150 or more in cash wages or do you expect to pay total cash wages of $2,500 or more this year?

EC 1338, Federal Income Tax Withholding
EC 1350, Social Security Tax

To obtain copies of circulars

Publications are available from the OSU Extension Service and the Oregon Employment Division.

Oregon State University Extension Service. Send $1.15 (includes shipping and handling) for the complete set of Agricultural Labor Circulars. If you want to order selected titles from the set, you may receive up to 6 copies at no charge. If you request 7 or more, include 10¢ for each publication beyond 6 and include 25¢ for shipping and handling for orders up to $5.00. Write:
Publications Orders
Agricultural Communications
Oregon State University
Administrative Services 422
Corvallis, OR 97331-2119

Oregon Employment Division. Copies available at no charge. Write:
E.S. Technical Support Unit
875 Union Street, NE
Salem, OR 97311

For most current information: http://extension.oregonstate.edu/catalog

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