

April 2, 2005

Dear Employer:

The Kansas City regional offices of the U.S. Department of Labor (DOL) will host a free “Employers’ Compliance Assistance Forum”, designed to provide assistance to employers and to answer their questions regarding workplace laws administered by DOL.

The Forum will be held on Tuesday, May 10, 2005 at:

The Kauffman Center
4801 Rockhill Road
Kansas City, MO 64110

The schedule is as follows:

8:00-8:30 a.m.	Registration
8:30-9:00 a.m.	Introductions and Overview
9:00-9:15 a.m.	Break
9:15-10:45 a.m.	1 st Workshop Session
10:45-11:00 a.m.	Break
11:00-12:30 a.m.	2 nd Workshop Session

Please find a copy of the available workshops and the registration form enclosed. Each workshop will run concurrently and will be available at 9:15 a.m. and 11:15 a.m. The forum is designed so that a participant may attend two different workshops of his or her choosing. Companies may have more than one representative to attend. However, each person must complete a registration form indicating his or her workshop preferences.

Admittance is free, however, space is limited to the first 200 registrants. Therefore, please send or fax your registration as soon as possible and no later than May 2, 2005. Registration forms and information are also available at www.dol.gov/compliance/kcforum. For questions you may contact C. Bruce Cornett at 816.426.6371 or cornett.bruce@dol.gov.

We look forward to receiving your response and to providing you assistance at the Forum.

Sincerely,

C. Bruce Cornett, USDOL
Office of Congressional and Intergovernmental Affairs