

REQUIRED SIGNS FOR RESTAURANTS & BARS



OUTSIDE

For All

- Letter Grade | *NYC Health*
Get from inspector | Learn more at on.nyc.gov/infolettergrades
In view of potential customer outside your establishment.
(Up to 5' to one side of the door, 4' to 6' above the ground.)
- Private Carter Decal | *NYC Sanitation*
Get from carter | Learn more at on.nyc.gov/infowastehauler
Inside window or door facing out.



CUSTOMER AREA

For All

- Certificate of Occupancy | *NYC Buildings*
Get from Dept. | Learn more at on.nyc.gov/infoCertOccup
 - Or else post Temporary Certificate or Letter of No Objection.
 - Not needed in your restaurant if posted elsewhere in building.
- Food Service Establishment Permit | *NYC Health*
Apply at on.nyc.gov/infofsep
- Choking First Aid | *NYC Health*
Get online at on.nyc.gov/signfse
 - In language(s) of workers and customers.
- CPR Kit and Information | *NYC Health*
Buy with kit | Learn more at on.nyc.gov/infocpr
 - Include 911, your kit's location, and where to learn CPR.
- Sales Tax Certificate of Authority | *NY State Dept. of Taxation*
Apply at on.nyc.gov/infotaxid
- Healthy Eating Information Poster | *NYC Health*
Get online at on.nyc.gov/healthyeatingposter

Post Clearly Visible Signs For:

- Refund Policy & Credit Card Charge Limits | *NYC Consumer and Worker Protection*
Buy or make | Learn more at on.nyc.gov/10things
 - All business selling to consumers must post a refund policy.
 - If you limit credit card use, you must clearly post the policy near the register and the entrance.
- Plastic Straw Availability | *NYC Sanitation*
Get online | Learn more at on.nyc.gov/plasticstrawrules
 - Applies only to establishments with self-serve stations
 - Completely unobstructed
 - At least two inches by seven inches
 - Written in no less than 20-point font

For Seating 75+ Customers Indoors or 200+ Outdoors

- Place of Assembly Certificate of Operation and Permit | *NYC Buildings, FDNY*
Apply at on.nyc.gov/infopaco
- Maximum Occupancy for Place of Assembly | *NYC Buildings*
Buy or make | Learn more at on.nyc.gov/infomaxoccupancy

For Selling Alcohol

- Liquor License | *NYS Liquor Authority*
Learn more at on.nyc.gov/infoliqorlicenses
- Warning for Pregnant Women | *NYC Health*
Get online at on.nyc.gov/signwppw
- No Liquor Sold to Minors or Intoxicated Adults | *NYS Liquor Authority*
Buy or make | Learn more at on.nyc.gov/infodrinkminors

For Delivery by Bicycle

- Bicycle Delivery Safety | *NYC Transportation*
Get online at on.nyc.gov/signbicycle
 - In language(s) of workers and customers.

For Owning or Franchising 15 or More Locations

- Calorie Counts for Menu Items | *NYC Health*
Buy or make | Learn more at on.nyc.gov/infocalorie
- Sodium Warning and Sign | *NYC Health*
Buy or make | Learn more at on.nyc.gov/sodiuminitiatives

For Selling with Tax Included

- Sales Tax Included | *NYS Dept. of Taxation*
Buy or make | Learn more at bit.ly/infotaxincluded
 - Required, for example, to sell bar drinks at a flat price.



THROUGHOUT

For All

- No Smoking | *NYC Health*
Get online at on.nyc.gov/signnosmoking
 - In every room and stairwell.
- Employees Must Wash Hands | *NYC Health*
Buy or make | Learn more at on.nyc.gov/infohandwash
- Exit and Direction to Exit | *NYC Building Code*
Installed by contractor | Learn more at bit.ly/infoexitsigns
- Fire Extinguisher Inspection Tags | *FDNY*
Get from contractor | Learn more at on.nyc.gov/infoextinguishers
 - On each unit showing date of last annual inspection.



KITCHEN

For All

- Food Allergies | *NYC Health*
Get online at on.nyc.gov/signfoodallergies
 - In view of and in language(s) of all workers.
- Fire Alarm Test Record | *FDNY*
Get from Dept. | Learn more at on.nyc.gov/infofiresystem

For Large Refrigerators, Boilers, and HVAC units

- Equipment Use Permits | *NYC Buildings, FDNY*
Apply online at on.nyc.gov/equipmentuse
 - On each system and updated with inspection records.

For Range Hoods

- Schematic of Hood and Ducts | *FDNY*
Get from contractor | Learn more at on.nyc.gov/inforangehoods
- How to Clean Hoods and Ducts | *FDNY*
Get from contractor | Learn more at on.nyc.gov/inforangehcare
- Record of Cleaning Hoods and Ducts | *FDNY*
Get from contractor | Learn more at on.nyc.gov/inforangehcare
 - On each unit showing date of last annual inspection.
- Record of Inspecting Hood and Duct | *FDNY*
Get from contractor | Learn more at on.nyc.gov/inforangehcare
 - On each system and updated every six months.
- The FDNY Approval Letter and Tag for Hoods and Pull Station | *FDNY*
Get from FDNY | Learn more at on.nyc.gov/commercialcookingpermit



WORKER AREA

For All

- Minimum Wage | *NYS Dept. of Labor*
Get online at on.nyc.gov/signminwage
- Fair Labor Standards Act | *US Dept. of Labor*
Get online at on.nyc.gov/signfairlabor
- Benefits and Hours | *NYS Dept. of Labor*
Buy or make on.nyc.gov/infobenefitsign
- Wage Deductions | *NYS Dept. of Labor*
Get online at on.nyc.gov/infowagedeductions
- Tips and Taxation | *NYS Dept. of Labor*
Get online at on.nyc.gov/infofipstaxation
- Unemployment Insurance | *NYS Dept. of Labor*
Get from insurer | Learn more at on.nyc.gov/infounemployment
- Workers' Compensation | *NYS Dept. of Labor*
Get from insurer | Learn more at on.nyc.gov/infoworkerscomp
- Occupational Safety | *US Dept. of Labor*
Get online at on.nyc.gov/signOSHA
- Right to Know Workplace Hazards | *NYS Dept. of Labor*
Get online at on.nyc.gov/signrighttoknow
- EEO | *US Dept. of Labor*
Get online at on.nyc.gov/signeeo
- Time Off to Vote | *NY Board of Elections*
Get online at on.nyc.gov/signemployeevoting
- Blood Donation Leave | *NYS Dept. of Labor*
Get online at on.nyc.gov/blooddonationleave
- Earned Sick and Safe Time Act Notice | *NYC Dept. of Consumer and Worker Protection*
Get online at on.nyc.gov/paidsickleaverights
- Temporary Schedule Change Notice | *NY Workers' Compensation Board*
Get online at on.nyc.gov/tempschedulechange

- Disability Benefits Notice of Compliance | *NY Workers' Compensation Board*
Get online at on.nyc.gov/disabilitybenefitsforms
- Right of Nursing Mothers to Express Breast Milk | *NYS Dept. of Labor*
Get online at on.nyc.gov/nursingmotherrights
- Paid Family Leave | *NY Workers' Compensation Board*
Get online at paidfamilyleave.ny.gov
- Pregnancy Rights | *NYC Human Rights Commission*
Get online at on.nyc.gov/signpregnancy
- Anti-Discrimination | *NYS Dept. of Labor*
Get online at on.nyc.gov/signantidiscrimination
- Employment of Persons Previously Convicted of One or More Criminal Offences | *NYS Dept. of Labor*
Get online at on.nyc.gov/infoycl23a
- Uniformed Services Employment and Reemployment Rights Act | *US Dept. of Labor*
Get online at on.nyc.gov/signveterans
- Disability Benefits | *US Dept. of Labor*
Get online at on.nyc.gov/signdisability
- Polygraph Protection Act Notice | *US Dept. of Labor*
Get online at on.nyc.gov/signpolygraph

For Employing Minors

- Permitted Working Hours for Minors | *NYS Dept. of Labor*
Buy or make | Learn more at bit.ly/infohireminors
 - Create for each employed minor.

For Employing More than 50 People

- Family Medical Leave Act | *US Dept. of Labor*
Get online at on.nyc.gov/fmla



WASTE AREAS

For All

- Recycling Instructions & Label Containers | *NYC Sanitation*
Get online at on.nyc.gov/infobizrecycling
- Private Carter Information | *NYC Business Integrity Commission*
Get from waste contractor |
Learn more at on.nyc.gov/infowasterecycling

