
Recordkeeping – Part 1

Gray Reed's Employer Handbook

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Many employment laws have posting requirements and recordkeeping requirements. While most businesses easily meet their posting requirements by purchasing a new Texas and Federal Employment law poster each year, many seem to have less of an idea about what records to keep.

- How long should you keep payroll records?
- Do you have a duty to keep applications or resumes from candidates for positions?
- What kind of records should you keep if your employee gets hurt?

Yes, we know these questions are boring, but you don't want to be caught with your shorts down when the Department of Labor shows up for an audit. You could end up in more trouble than you ever imagined.

In fact, this topic is so important that we have dedicated two editions to it. Next month will be more of the same, but you will have to hang on to the end to get our simplified recommendations.

To download this month's edition of the Employer Handbook, [click here](#).