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GOVERNOR

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Jeanne S. Paquette
COMMISSIONER

Chris Boudreau
DIRECTOR

May 20, 2016

Dear Employer:

I'm writing to let you know about this year's Commercial Nursery Wage Survey. We are required to conduct this survey as part of a Federal program that determines the prevailing wages paid to commercial nursery workers in Maine. We greatly appreciate the cooperation you have given us in the past, making it possible to establish prevailing wages by occupational activity for your industry.

This survey asks employers to provide wage rates, number of hours worked, etc. for commercial nursery workers during one week of the peak season. **The payroll week selected for this year's survey is the week which includes Friday, May 13.**

We ask that you complete the enclosed forms and return them to us by Friday, June 3 in the enclosed postage-paid envelope. Please include only those workers whose primary duties are commercial nursery growing and do not include workers who are family members or students. (see Note to Employer)

We know this is a busy time for you; if you would rather send us a copy of your payroll records for the survey week, please do so. If you had no employment of commercial nursery workers during this week, please still complete and return the *Survey of Prevailing Practices*. All information regarding individuals and employers will be kept confidential.

If you have any questions or prefer assistance with the survey, please contact Suzanne Thivierge at (207) 621-5176, e-mail at Suzanne.P.Thivierge@Maine.gov, or fax to (207) 287-2947. Visit our website for forms, links, FAQs, and more at <http://www.maine.gov/labor/cwri/wageSurveys.html>

Very truly yours,

A handwritten signature in black ink that reads 'Chris Boudreau'.

Chris Boudreau
Director

CB: spt
Enclosures