Foreign Worker Disclosure Form

Washington state law (RCW 19.320) requires Washington State University (WSU) provide this disclosure statement to non-United States citizens who come to Washington based upon an offer of employment. This form is also posted at your workplace.

1. You may be considered an employee under the laws of the state of Washington and subject to state worker health and safety laws. You may be eligible for workers’ compensation insurance and unemployment insurance.

2. You may be subject to both state and federal laws governing wages and work hours, including the state minimum wage act per RCW 49.46.

3. The following deductions are being taken from your pay for food and housing: 
   Not applicable

4. The following is a list of the international labor recruitment agency fees that workers are required to pay: Not applicable

5. You have the right to control your travel and labor documents, including your visa, at all times. Your employer may not require you to surrender those documents to anyone, at any time, except as required by law or regulation or for use as supporting documentation in visa applications.

6. You may contact the services or hotlines listed below if you think that you may be a victim of human trafficking:

   **Emergencies**
   Telephone | 911

   **Crime Victim Service Center in Washington State**
   Telephone | (800) 762-3716   Website | [www.wccva.org](http://www.wccva.org)

   **Department of Labor & Industries**
   • Workplace rights, workplace health and safety, workers’ compensation
   Telephone | (800) 547-8367   Website | [www.lni.wa.gov](http://www.lni.wa.gov)

   • Crime Victim Compensation Service Center
   Telephone | (800) 762-3716   Website | [www.crimevictims.lni.wa.gov](http://www.crimevictims.lni.wa.gov)
Office of Crime Victims Advocacy
Telephone | (800) 822-1067  Website | www.commerce.wa.gov/Programs/PublicSafety/OCVA

National Human Trafficking Resource Center
Telephone | (888) 373-7888  Website | nhtrc.polarisproject.org

Washington Anti-Trafficking Response Network
Telephone | (888) 373-7888  Website | warn-trafficking.org Email | info@warn-trafficking.org

Additional telephone numbers are listed on the workplace posters at your workplace or by contacting Human Resource Services at (509)335-4521 or hrs@wsu.edu.

_________________________  _______________________
Signature                  Date

_________________________  _______________________
Print Name                  WSU ID#

cc:  Department Personnel File