



Minnesota Paid Leave

Paid Leave for hospitality employers
October 2025

About Paid Leave



Get to know the basics of the program

- When would my employees need Paid Leave?
- Who is covered under the law?
- What are benefits and job protections like under the law?



Minnesota's Paid Leave law

- Minnesota Paid Leave was enacted in 2023 and **begins Jan. 1, 2026.**
- The law provides **job protections and payments** from the state to individuals who need time off to care for themselves or their loved ones.
- Minnesota Paid Leave will be **funded by premiums** made up of contributions from employees and employers.
- Paid Leave will **send benefit payments directly** to Minnesotans on leave.





Covered leave

Medical Leave

1 to 12 weeks



Medical

Leave to care for an individual's own serious health condition.

Family Leave

1 to 12 weeks



Bonding

Leave to bond with an individual's child during the first 12 months after the child's birth or after the placement of the child through adoption or foster care.

Military Family



Leave because a family member is on active duty or has been notified of an impending call or order to active duty in the Armed Forces

Caring



Leave to care for a family member with a serious health condition.

Safety



Leave because of domestic abuse, sexual assault, or stalking of the individual or individual's family member.

Maximum of 20 weeks combined in one year if someone qualifies for both medical and family leave

Qualifying conditions must last more than seven days and be certified by a healthcare or other specified provider.



Covered workers

Covered workers include:

Full-time and part-time workers

Most seasonal employees

Owner-officers who draw a salary

Agricultural workers

Employees of religious organizations

Temporary workers

Student workers

Employed family members

First responders

Elected and appointed officials

Not covered, can opt in:

Independent contractors

Self-employed individuals

Tribal Nations

Not covered, can't opt in:

Federal government employees

Railroad employees

Designated seasonal hospitality employees



Minnesota employees

Paid Leave covers Minnesota employees. The Paid Leave law defines Minnesota employees as:

- A. Employees who work 50 percent or more of the year in Minnesota, or
- B. For employees who do not work 50 percent or more of the year in any one state, those who live in Minnesota.

Scenarios

- My business is located in Minnesota, but some of my employees live in Wisconsin. *Are they covered?*
It depends on where they physically work.
- My business is located in Wisconsin, but some of my employees work remotely in Minnesota. *Are they covered?*
Yes.
- I work in multiple states, but I live in Minnesota. *Am I covered?*
It depends on (1) time in each and (2) state of residence.



Employment protection



- **Job protections:** Generally, you must be restored to your job or an equivalent position when returning from leave. Job protections take effect 90 days after your date of hire.
- **Health insurance continuation:** Generally, employers must continue to fund their portion of healthcare insurance premiums while you are on leave.
- **No retaliation or interference:** Employers must not interfere with or retaliate against you if you apply for or use Paid Leave. Employers cannot take your Paid Leave payments.



Leave schedules

Leave under Paid Leave can be taken either continuously or intermittently.

- **Continuous leave is taken in a single block of time.**
(ex. 4 weeks of leave)
- **Intermittent leave is taken in smaller blocks of time**
(ex. 2 days a week for 4 hours each over 2 months)

Continuous Leave

M	T	W	Th	F

Intermittent Leave

M	T	W	Th	F



Paid Leave payments

- **Paid Leave helps Minnesotans focus on what matters**, whether that's caring for a child, recovering from an illness, or supporting a loved one.
- **Minnesotans can get up to 90% of usual wages**, up to a maximum of \$1,423 per week (based on 2025 numbers).
- **Lower-wage workers get more support.** If you earn less, you'll get a higher percentage of your paycheck covered while on leave.
- You must have earned at least 5.3% of the statewide average annual wage in the past year to be eligible (\$3,900 in 2025).



If you receive payments from Unemployment Insurance, Workers' Compensation, or Social Security Disability Insurance during an absence, you are not eligible for Paid Leave payments.



Paid Leave premiums

Premiums will be shared between employers and employees.

- When Paid Leave starts, the premium rate will be 0.88% of wages. This covers both family and medical leave.
- The premium rate is applied on wages up to the Social Security cap (\$176,000).
- The first premiums are due April 30, 2026.





Small employer premiums



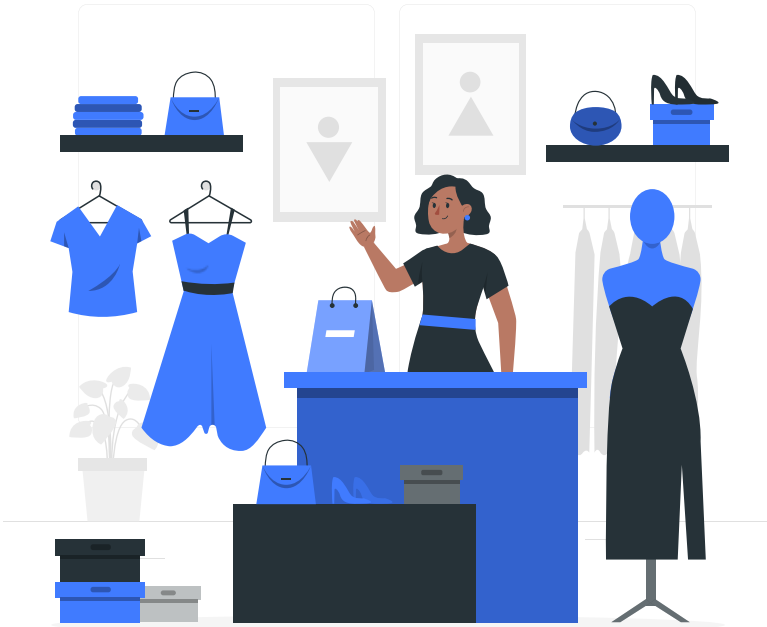
Small employers pay a reduced premium.

- For small employers, their effective premium rate is *0.66% of wages*.
- This reduced employer premium does not change the amount owed by employees.
- To qualify, an employer must have 30 or fewer employees, and an average employee wage of 150% or less of the statewide average (\$107,016 in 2025).



Small Employer Assistance Grants

Starting in January 2026, funding will be available to support small businesses during an employee's absence. Employers will be able to apply for this funding once an employee is approved for leave.



Qualifications:

- Qualify as a small employer under Paid Leave
- Costs already incurred
- Funding not guaranteed

Benefits:

Up to \$3,000 per leave or \$6,000 per employer to:

- Hire temporary workers
- Increase existing workers' pay
- Train workers to cover for an employee on leave

Designating Seasonal Hospitality Employment



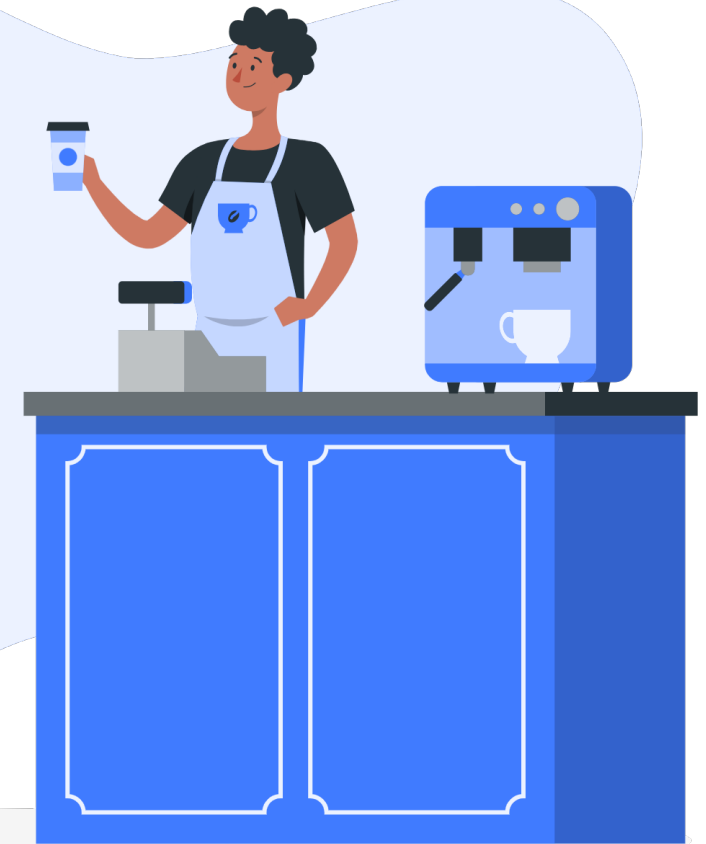
About seasonal hospitality employment

- How do I know if my business is seasonal?
- How do I know if my business is in hospitality?
- How can I designate employment?



Seasonal hospitality employment

- Most seasonal and hospitality workers **are covered** by Paid Leave.
- Seasonal hospitality employers can **request a special designation** for certain seasonal hospitality employment.
- If you request this designation – and your request is approved – employees working in designated employment:
 - **cannot take Paid Leave** from your business, and
 - **premiums are not owed** on their wages.





Qualifying for the designation

To designate seasonal hospitality employment, you will need to submit a request to the state and meet three criteria:

1. You must be an employer in the **hospitality** industry.
2. Your organization must qualify as **seasonal**.
3. Your seasonal hospitality employees must be employed no more than **150 days** in a 52-week period.





Hospitality employers

To be approved, your business must be in the hospitality industry.

Hospitality employers include:

- Restaurants, hotels, motels, lodges, resorts
- Food stands, food trucks, school or special event concession stands
- Mobile and seasonal food businesses





Seasonal employers

- Seasonal employers bring in **most of their revenue within six months** of the year. To prove you are a seasonal employer, you must submit receipts each year from the prior calendar year.
- Gross receipts from your **six highest months of sales** must be three times greater than the receipts from your **six lowest months**. The months do not need to be consecutive.
- For example, you would qualify as a seasonal employer if your 2024 gross sales receipts show:

Jan. to June average sales:



July to Dec. average sales:

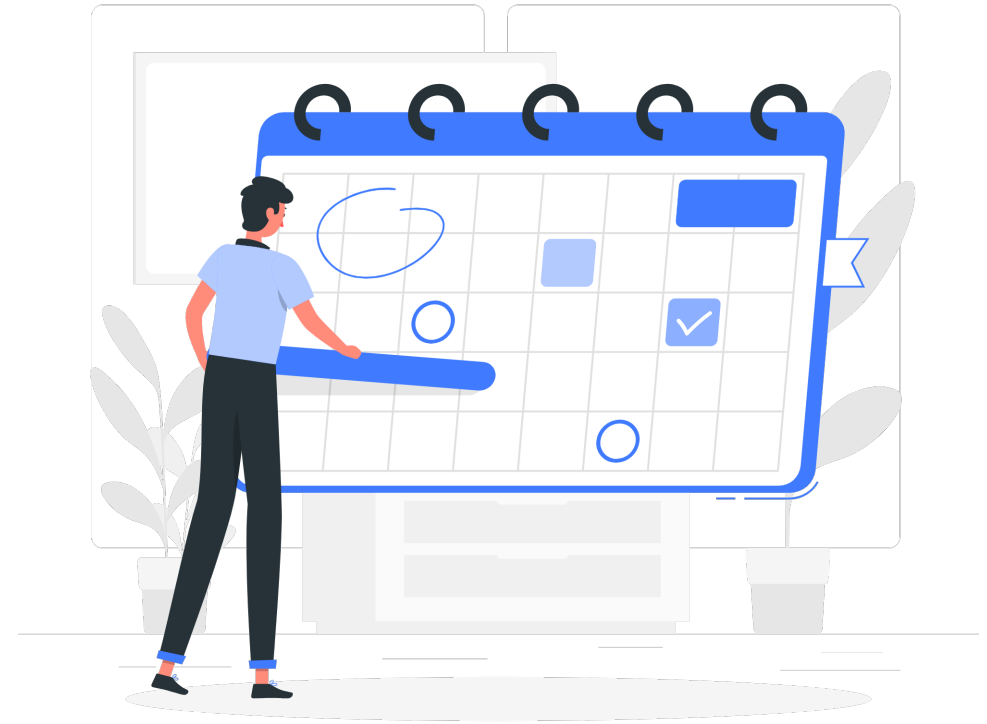




Employment you can designate

If you are a seasonal and hospitality employer, you can request to designate employment if it will not exceed 150 days in a 52-week period.

- These days do not need to be consecutive.
- The designation counts days *employed*, not days *worked*.
- The 52-week period can start any time. It does not need to be a calendar year.





How to request to designate employment

1. Log in to your [employer account](https://www.uimn.org) at www.uimn.org
2. On *My Home Page*, select **Paid Leave**.
3. Select **Paid Leave requests**.
4. Select **Request seasonal employee designation**. The system will display the Paid Leave Request for Information page.
5. Complete the *Request for Information* and select **Next**.
6. Once you have submitted the request, you will see the *Paid Leave seasonal employee designation request confirmation page*.



Seasonal hospitality designation cover letter

7. To complete your seasonal hospitality employment designation request, you must mail the cover letter along with required supporting documentation.

- Select **Print Cover Letter** to generate the cover letter. Returning your cover letter along with your other documents will help us process your request faster.

Employer Information | Employer account number: ----- Employer name: Examp

Paid Leave seasonal employee designation request confirmation

You have finished submitting your request to determine your eligibility to apply for seasonal worker status for

To finish processing your request, additional information is needed from you:

- Receipts for the previous calendar year, broken out by month
- A list of the employees you wish to designate as seasonal, including the employees':
 - First and last names
 - Social security numbers (SSNs)
 - Employment start date
 - Estimated employment end dates

To provide the information, select [Print cover letter](#) to generate your cover letter.



Cover letter: supporting documentation

- Attach supporting documentation showing your gross receipts for the previous calendar year, broken out by month.
 - "Gross receipts" means the total amount received, in money or by barter or exchange, for all sales at retail as measured by the sales price.
- Attach a list of the employees you wish to designate as seasonal. Seasonal employees must be employed for no more than 150 calendar days in any consecutive 52-week period. The list must include:
 - First and last names
 - Social Security numbers
 - Employment start date and end date (actual or estimated)



Cover letter: submission and determination

8. Mail your cover letter and supporting documentation to:

Paid Leave

PO Box 3849

Saint Paul, MN 55101-3849

9. After the Paid Leave Division receives the required information, they will review your request and issue a determination based on the information you provide.





After your determination: reporting

1. Submit wage detail reports for all your employees, including seasonal hospitality employees.
2. Submit a quarterly seasonal hospitality employee list.
3. Notify Paid Leave within 5 business days if:
 - You no longer meet the definition of a seasonal employer, or
 - Someone working in designated seasonal hospitality employment will be employed more than 150 days. The worker is then covered by Paid Leave, and you must start paying premiums right away.





After your determination: notices

- You must notify affected employees in writing. A sample notice is available from Paid Leave in multiple languages.
- Notify them when you offer the job (or by Dec. 1, 2025, if they are already employed).
- Get written or electronic acknowledgement that each employee received this information. If an employee refuses to acknowledge, document how they were notified.
- Failure to properly notify employees can result in penalties and loss of the designation.

mn MINNESOTA
PAID LEAVE

Minnesota Paid Leave

Seasonal hospitality designation notice

You have been designated as a seasonal hospitality employee under Paid Leave. This notice explains what that means for you and your employer, and the protections available to you. Under this designation:

1. You and your employer will not pay Paid Leave premiums for your work.
2. You cannot take Paid Leave from this designated position.

What are the requirements for a seasonal hospitality designation?

Employers can request that certain workers be designated as seasonal hospitality employees for Paid Leave. To designate a seasonal hospitality employee:

1. Your work must be in the hospitality industry, as defined by state law.
2. Your employer must be a seasonal employer, as defined by state law.
3. You must work no more than 150 days in the position.

When could I take Paid Leave?

When you are working as a designated seasonal hospitality employee, you cannot take Paid Leave from that job. But you may be able to take Paid Leave if:

1. You end up working more than 150 days in your position. This would mean you are no longer designated as a seasonal hospitality employee.
2. After the seasonal designation ends, you are rehired into a non-seasonal position by the same employer.
3. You work other jobs throughout the year, and earn enough from those other jobs (\$3,900 for the start of Paid Leave in 2026) to qualify for Paid Leave payments.

How are the 150 days counted?

The 150-day limit begins on the day your job starts and counts all calendar days you are employed.

- It applies to any consecutive 52-week period, not just a calendar year.
- If your employment exceeds 150 days in that period:

Minnesota Paid Leave
180 E 5th St, Suite 1200 | St. Paul, MN 55101
paidleave.mn.gov

Preparing for Paid Leave as an employer



Step One

Set up your accounts



Step Two

**Notify your
employees**



Step Three

**Prepare your
workplace**

Step one: Set up your accounts

You will need an **Employer Account** (at uimn.org) and an **Administrator Account** (at paidleave.mn.gov) to meet your responsibilities under Paid Leave.

Employer Account (at uimn.org):

- Submit wage detail reports
- Pay premiums

Administrator Account (at paidleave.mn.gov):

- Review leave applications
- See Paid Leave determinations

PREPARE TODAY

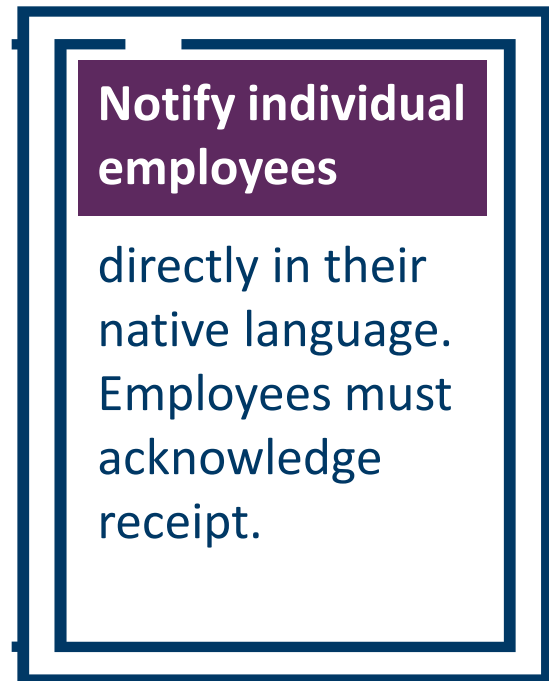
Access your Employer Account at uimn.org to **designate a Paid Leave Administrator**.

After you receive an email confirmation, navigate to paidleave.mn.gov to **create your Administrator Account**.

You can have one or multiple administrators.

Step two: Notify your employees

By December 1, 2025, Minnesota employers must:



PREPARE TODAY

Download and display the workplace poster from our website.

Download the sample notice, fill in your employer information, and deliver the notice to employees.

Have employees **acknowledge receipt** or document how they were notified.

Step three: Set workplace policies

If employers take the last two steps, you are compliant when Paid Leave launches on January 1, 2026.

But there are other important decisions you can make today to make Paid Leave work best for your organization such as:

- **How to split and collect premiums**
- **Coordination of other benefits**
- **Leave notice policies**
- **Intermittent leave policies**

PREPARE TODAY

Visit our website to learn more about the decisions employers can make today.

Update your payroll system and employee handbooks to reflect your choices.

Employer tax responsibilities for premiums

- **Premiums are collected on post-tax wages.**
- Employers can deduct their required premium contributions as an excise tax.
- If an employer pays more than the minimum share of the premium, they can deduct this additional contribution as an ordinary and necessary business expense.
- Employers should put the amount of the employee contribution and the amount of any employer pickup contribution in Box 14 of the W2 labeled as MNPFML.

22222		Employee's social security number		OMB No. 1545-0008		
b Employer identification number (EIN)			1 Wages, tips, other compensation	2 Federal income tax withheld		
c Employer's name, address, and ZIP code			3 Social security wages	4 Social security tax withheld		
			5 Medicare wages and tips	6 Medicare tax withheld		
			7 Social security tips	8 Allocated tips		
d Control number			9	10 Dependent care benefits		
e Employee's first name and initial		Last name	11 Nonqualified plans	12a		
		Suff.	13a	12b		
			13b	12c		
			13c	12d		
			13d			
f Employer's address and ZIP code			14 Other			
			MNPFML			
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name

Form **W-2** Wage and Tax Statement
Copy 1 - For State, City, or Local Tax Department
Department of the Treasury - Internal Revenue Service

Employer tax responsibilities for payments

Family Leave Payments:

- These payments are not counted as wages.
- Paid Leave will issue employees who take Family Leave a 1099 at the end of the year.

Medical Leave Payments:

- Part of the Medical Leave payments sent to employees will be counted as wages (third party sick pay) and subject to Social Security and Medicare taxes.
 - This amount will be 50% for most employers, and 33% for small employers.
 - This amount should be reported as wages on a W2.
- The state will provide employers the taxable amount of Medical Leave payments.

Additional information on taxes for Paid Leave, including responsibilities for employees, can be found on the Paid Leave website.

In 2026: Administer leave



When Paid Leave begins, your Administrator Account will keep your organization in the loop

**MINNESOTA**
PAID LEAVE

Employer portal

[Home](#)[My account](#)[Sign out](#)

[Home](#)[Employee Leave Applications](#)[Equivalent Plan Exemptions](#)[Item](#)

Employee leave applications

Needs Review **29**

Past Applications

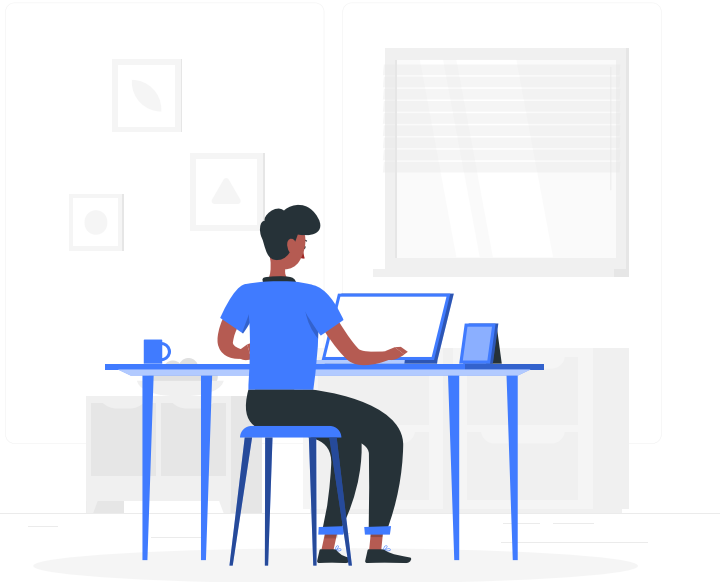
Below is a list of all Paid Leave applications previously submitted by your organization's employees, where you can see the status and determination notice for each application.

Application ID	Name	SSN or ITIN	Leave Type	Start Date	End Date	Status	Docume...
PLA-3H5-8SU-L28	Smith, Bob	***-**-1234	Medical	01/01/2025	01/01/2025	Approved	View notice
PLA-3H5-8SU-L28	Smith, Bob	***-**-1234	Family	01/01/2025	01/01/2025	Denied	View notice



Who is a Paid Leave Administrator?

The Paid Leave Administrator is the point of contact within your organization for Paid Leave.



As a Paid Leave Administrator, you will be able to:

- Manage your account with Paid Leave
- Coordinate Paid Leave with other benefits
- Request an Equivalent Plan Substitution
- Review applications submitted by employees
- Apply for small employer assistance funding



Roles in Paid Leave application

The employee, employer, and Paid Leave all play a role in the application process.

The Paid Leave application process

1. **Employee** notifies **Employer** about intention to take leave.
2. **Employee** starts an application for Paid Leave.
3. **Employee** submits application for Paid Leave.
Paid Leave Administrator is asked to review the application.
4. **Paid Leave division** adjudicates the application.
5. **Employee** and **Paid Leave Administrator** are notified of determination.

The screenshot shows the 'MINNESOTA PAID LEAVE' application interface. It includes a section for 'Employment Information' and a question: 'Have you told your employer that you are taking leave?'. The 'Yes' option is selected with a radio button. Below this is a date field labeled 'When did you tell them?' with a note that it can be an approximate date and a calendar icon. At the bottom are 'Back' and 'Save and continue' buttons.



Paid Leave application review

Employers will be able to:

- **Review leave applications** submitted by employees
- **Confirm the information submitted** by employees is correct.
- **Track the status** of applications
- **View past determinations** from Paid Leave
- **Access benefit information** for tax purposes



We're listening



Small
Employers



Larger
Employers



HR
Professionals



Medical
Providers



Equity
Groups



Domestic
Violence and
Sexual Assault
Advocates



Social Service
Organizations



Insurance
Industry



Third Party
Administrators

- Input from businesses, organizations, and individuals helps to make Paid Leave work better for all Minnesotans.
- We've held over 300 engagement sessions with a variety of stakeholders to answer questions and gather input on the program.
- We are also conducting user research interviews to get feedback on everything from leave administration to safety leave certification.

Learning from employers

Minnesota Paid Leave will continue to engage with employers big and small across the state.

Based on lessons learned, we:

- Launched wage detail reporting in a system employers already know and trust
- Drafted rules to support implementation of the statute, building on feedback from businesses, workers, and other stakeholders
- Partnered with the Department of Commerce to create a viable market for equivalent plans
- Built the Leave Administrator Portal to provide employers with transparency and actionable information.



Gathering Feedback

By collecting input directly from users, we can identify pain points, improve usability, and ensure the portal's tools and processes meet real-world needs.

paidleave.mn.gov

The screenshot shows the 'Paid Leave Administrator Home' interface. At the top, it identifies the user as 'University of Minnesota | Carlson School of Management | FEIN: 74-3524389' and includes a 'Change Organization' button. A left-hand navigation menu lists 'Home', 'Employee Leave Applications', 'Reporting', 'Equivalent Plan Substitutions', and 'User Management'. The main content area features a welcome message for 'Samantha' with 36 new tasks. Below this, 'Your Tasks' section displays two cards: 'Leave Review' with 30 applications to review and a 'Review Applications' button, and 'Weekly Reporting' with 6 employees reported and a 'View Hours Reports' button. A 'Can't find what you're looking for?' section provides links to the Minnesota Unemployment Insurance website and lists tasks like wage reporting and premium payment. A 'Have feedback?' callout box with a 'Send feedback' button is highlighted with a purple border. At the bottom, a 'Where can I learn more?' link is accompanied by a plus sign icon.

University of Minnesota | Carlson School of Management | FEIN: 74-3524389 [Change Organization](#)

Home

- Employee Leave Applications
- Reporting
- Equivalent Plan Substitutions
- User Management

Paid Leave Administrator Home

i Good afternoon Samantha! You have 36 new tasks below that need your attention.

Your Tasks.

Leave Review

30

applications to review

[Review Applications](#)

Weekly Reporting

6

employees reported their hours

[View Hours Reports](#)

Can't find what you're looking for?

If you need to perform any of the following tasks, visit the [Minnesota Unemployment Insurance](#) website:

- Wage reporting
- Premium payment
- Seasonal designation (for certain hospitality employees)
- Opt in (for self-employed individuals or tribal nations)

[Where can I learn more?](#) +

About this site

This site serves as your home for employer activities related to Minnesota Paid Leave. Here you can:

- Review Paid Leave applications submitted by employees
- View past employee leave applications
- Request an Equivalent Plan Substitution

If you have questions that aren't answered here, please reach out to the Paid Leave [Contact Center](#).

Have feedback?

We're in this together! Paid Leave is always looking to improve the way we serve Minnesotans. If you have ideas how we can make our program better, let us know!

[Send feedback](#)

Help make Paid Leave work

Your partnership and experience help make Paid Leave work.

Visit the [Paid Leave website](https://paidleave.mn.gov) to:

- Review the three steps employers should take to be ready
- Check out frequently asked questions for employers.
- Estimate premium payments using our online calculator.
- Set up your accounts for Paid Leave.
- Sign up to receive Paid Leave updates.
- Send us questions.

To reach the Contact Center by phone, call 651-556-7777 or 844-556-0444 (toll-free). Paid Leave staff are available 9:00 a.m. to 4:00 p.m., Monday through Friday, except state holidays.



Thank you + Questions

Please use this QR code to answer a few quick questions about today's session.

[Paid Leave Feedback Survey](#)

