# Sample wage claim letter (quit)

[Date]

[Name of employer]
[Address of employer]
[City, state, ZIP of employer]

Re: Demand for final payment of wages

Dear [employer name]:

This is a demand for my final wages. My last day of work was [last day of work]. I have worked and not been paid for [number of hours] hours and I am owed [dollar-amount owed] at this time.

Under Minnesota Statutes § 181.14, I am entitled to receive all of my final wages on the next pay period after my last day of work. Please mail my final wages to the address listed below by [date of next payday].

Failure to provide final wages by the date listed above may result in a penalty of up to 15 days additional wages.

Sincerely,

[Signature of employee]

[Name of employee]
[Address of employee]