

## National Labor Relations Board

### NOTICE OF PROCEDURES TO BE FOLLOWED IN THE EVENT BOARD OFFICES ARE CLOSED DUE TO A LAPSE IN APPROPRIATED FUNDS

The National Labor Relations Board is issuing this notice to advise the public of procedures to be followed in the event that Board offices are closed, in compliance with the Anti-Deficiency Act, 31 U.S.C. 1341, *et seq.*, due to a lapse in appropriated funds.

#### 1. Timeliness and Filing of Charges, Petitions and Other Papers During a Shutdown

In the event the Board's offices are closed due to a lapse in appropriated funds, documents may not be filed electronically at [www.nlr.gov](http://www.nlr.gov). The Board hereby tolls, *sua sponte*, all due dates to file or serve any document for which tolling is permitted by law. The terms of the tolling are that for each day on which the Agency's offices are closed for all or any portion of the day, one day shall be added to the time for filing or service of the document. If the new due date falls on a weekend or holiday, the new due date will be moved to the next business day.

Extensions of time or tolling for filing cannot apply to the 6-month period provided by Section 10(b) of the Act for the filing of charges, 29 U.S.C. 160(b), or to Applications for awards of fees and other expenses under the Equal Access to Justice Act, 5 U.S.C. 504. However, with respect to time computations for filing and serving charges filed pursuant to Section 10(b) or applications filed pursuant to the Equal Access to Justice Act, the Board intends to construe the phrase "business days" in its rules pertaining to filing and service, Section 102.2(a), 29 C.F.R. 102.2(a), to not encompass any day on which the Agency's offices are closed for all or any portion of the day due to lack of appropriated funds. Please note, however, that this has not been tested in the federal courts. As such, persons wishing to file a charge pursuant to Section 10(b) of the Act, and for whom the 6-month period of Section 10(b) may expire during the interruption in the Board's normal operations, are cautioned that the operation of Section 10(b) during an interruption in the Board's normal operations is uncertain. Consequently, it would be prudent to file the charge during the interruption in the Board's operations by mailing or faxing a copy of the charge to the appropriate Regional Office. The mailing addresses and fax numbers for the NLRB's Regional Offices may be found at the end of this notice.

Moreover, persons filing a charge are reminded that it is their responsibility, pursuant to Section 102.14 of the Board's Rules and Regulations, 29 C.F.R. 102.14, to serve a copy of the charge upon the person against whom the charge is made. While Regional Directors ordinarily serve a copy of the charge on a person against whom the charge is made as a matter of courtesy, they do not assume responsibility for such service, and it is unlikely that the Agency will be able to serve charges during any period of shutdown due to a lapse in appropriated funds.

## **2. Postponement of Unfair Labor Practice Hearings Before Administrative Law Judges**

In the event the Board's offices are closed due to a lapse in appropriated funds, the parties to hearings before an Administrative Law Judge scheduled for the first week of the closure will be notified that the hearing has been postponed.

In every case with a hearing scheduled to begin on or after October 1, 2025, through October 3, 2025, if there has been no appropriations bill enacted into law or legislation authorizing the Board to operate after September 30, 2025, then the hearing will be postponed indefinitely. If there has been no appropriations bill enacted into law or legislation authorizing the Board to operate after the close of business on Friday October 3, 2025, all hearings scheduled for the week of October 6, 2025, will be postponed indefinitely.

In every case with a hearing scheduled to begin in subsequent weeks, if by the close of business on the Monday preceding the Monday of the week in which the hearing is scheduled there has been no appropriations bill enacted into law or legislation authorizing the Board to operate during the week in which the hearing is scheduled, then the hearing will be postponed indefinitely. For example, if there has been no appropriations bill enacted by close of business Monday, October 6, 2025, all hearings scheduled for the week of Monday, October 13, 2025, will be postponed indefinitely.

In cases in which a hearing has already opened and is scheduled to resume during a week in which the NLRB has yet to be funded, it is up to the trial judge to determine when the hearing will resume after the Agency is funded.

## **3. Postponement of Representation Elections and Hearings**

In the event that the Board's offices are closed on October 1, 2025, due to a lapse in appropriated funds, all elections, ballot counts and pre- and post-election hearings scheduled to be conducted any day from October 1, 2025 through October 3, 2025, will be postponed indefinitely, unless postponement without notice on October 1, 2025, would cause serious disruption to the public and the Board has determined and notified the parties that such election, ballot count or hearing will be completed by close of business on that date.

In the event the Board's offices are closed due to a lapse in appropriated funds, in every case with an election, ballot count or pre- or post-election hearing scheduled to be conducted during the week of October 6, 2025, if by the close of business on Friday, October 3, 2025, there has been no appropriations bill enacted, then the election, ballot count, or pre- or post-election hearing will be postponed indefinitely.

In every case with an election, ballot count or pre- or post-election hearing scheduled to begin in subsequent weeks, if by the close of business on the Monday preceding the Monday of the week in which the election, ballot count, or pre- or post-election hearing is scheduled there has been no appropriations bill enacted into law or legislation authorizing the Board to operate during the week in which the election, ballot count, or pre- or post-hearing is scheduled, then the

election, ballot count, or pre- or post-election hearing will be postponed indefinitely. For example, if there has been no appropriations bill enacted by close of business Monday, October 6, 2025, all elections, ballot counts, or pre- or post-election hearings scheduled for the week of Monday, October 13, 2025, will be postponed indefinitely.

In each case until the election is postponed per the schedule noted above, it is the Employer's obligation to post the Notice of Election for 3 full working days prior to the day of the election and failure to do so shall be grounds for setting aside the election.

#### **4. Notice to Be Posted in the Event of a Shutdown Due to a Lapse in Appropriated Funds**

In the event the Board's offices are closed due to a lapse in appropriated funds, the Board will post this notice on its website, [www.nlrb.gov](http://www.nlrb.gov). A related notice will be posted at each of its offices to advise the public of procedures to be followed during the period of the shutdown. In addition, the recorded message set forth below will be available on the main phone numbers in each of the Agency's offices to provide persons with information regarding how to contact the Agency during the shutdown:

"You have reached [OFFICE NAME] at the National Labor Relations Board. The Agency is currently closed due to a lapse in appropriated funds. You may leave a message after the tone, but this voicemail will not be monitored during the shutdown, and your call will not be returned until after the Agency resumes normal operations. Please consult the Agency website at [www.nlrb.gov](http://www.nlrb.gov) for information on the effect of the shutdown on filing deadlines, scheduled hearings, representation elections, and the timeliness of filing charges and petitions. If you are calling about an imminent threat to human life or property as a result of a violation of the National Labor Relations Act, you should call (202) 273-1000, send a fax to (202) 273-4483, or send an email to [EmergencyContact@NLRB.gov](mailto:EmergencyContact@NLRB.gov). Thank you."

FOR FURTHER INFORMATION:

For questions about filing an unfair labor practice charge or representation petition with the Agency during a shutdown due to a lapse of appropriated funds, contact Stephanie Cahn, Acting Deputy General Counsel, at (202) 273-1777.

For all other inquires, contact Roxanne L. Rothschild, Executive Secretary, National Labor Relations Board, 1015 Half Street, SE, Washington, D.C. 20570, (202) 273-2917 (this is not a toll-free number), 1-866-315-6572 (TTY/TDD).

Dated: Washington, D.C., October 1, 2025.

**Roxanne L. Rothschild, Executive Secretary**

**MAILING ADDRESSES AND FAX NUMBERS FOR THE NLRB'S FIELD OFFICES**

**Region 1 – Boston**

Areas Served: Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont

Address: Thomas P. O'Neill Jr. Federal Building  
10 Causeway St, Room 1002  
Boston, MA 02222-1001

Fax number: (617) 565-6725

**Subregional Office 34 – Hartford, CT**

Address: 450 Main St, Suite 410  
Hartford, CT 06103-3078

Fax number: (860) 240-3564

**Region 2 – New York**

Areas Served: New York

Address: 26 Federal Plaza, Suite 41-120  
New York, NY 10278-3699

Fax Number: (212) 264-2450

**Region 3 – Buffalo**

Areas Served: New York, Vermont

Address: 130 S Elmwood Ave, Suite 630  
Buffalo, NY 14202-2465

Fax Number: (716) 551-4972

**Resident Office 3 – Albany, NY**

Address: 11A Clinton Ave., Suite 342  
Albany, NY 12207-2366

Fax Number: (518) 431-4157

**Region 4 – Philadelphia**

Areas Served: Delaware, New Jersey, Pennsylvania

Address: 100 E Penn Square, Suite 403  
Philadelphia, PA 19107

Fax Number: (215) 597-7658

**Region 5 – Baltimore**

Areas Served: District of Columbia, Delaware, Maryland, Pennsylvania, Virginia, West Virginia

Address: Edward A. Garmatz U.S. Courthouse  
101 W. Lombard Street, Suite 700

Baltimore, MD 21201  
Fax Number: (410) 962-2198

**Resident Office 5 – Washington, DC**

Address: 1015 Half Street SE  
Washington, DC 20570-0001  
Fax Number: (202) 208-3013

**Region 6 – Pittsburgh**

Areas Served: Maryland, Pennsylvania, Virginia, West Virginia  
Address: 1000 Liberty Ave Rm 904  
Pittsburgh, PA 15222-4111  
Fax Number: (412) 395-5986

**Region 7 – Detroit**

Areas Served: Michigan  
Address: Patrick V. McNamara Federal Building  
477 Michigan Ave, Room 05-200  
Detroit, MI 48226  
Fax Number: (313) 226-2090

**Resident Office 7 – Grand Rapids, MI**

Address: 110 Michigan Street NW, Suite 299  
Grand Rapids, MI 49503-2323  
Fax Number: (616) 456-2596

**Region 8 – Cleveland**

Areas Served: Ohio  
Address: 1240 East 9<sup>th</sup> Street, Suite 1695  
Cleveland, OH 44199-2086  
Fax Number: (216) 522-2418

**Region 9 – Cincinnati**

Areas Served: Indiana, Kentucky, Ohio, West Virginia  
Address: 550 Main Street, Room 3-111  
Cincinnati, OH 45202-3271  
Fax Number: (513) 684-3946

**Region 10 – Atlanta**

Areas Served: Alabama, Georgia, Kentucky, North Carolina, South Carolina, Tennessee,  
Virginia, West Virginia  
Address: 401 W. Peachtree Street, NW, Suite 2201  
Atlanta, GA 30308  
Fax Number: (404) 331-2858

**Subregional Office 11 – Winston-Salem, NC**

Address: One West Fourth Street, Suite 710  
Winston-Salem, NC 27101  
Fax Number: (336) 631-5210

**Resident Office 10 – Birmingham, AL**

Address: 1130 22nd Street South  
Ridge Park Place, Suite 3400  
Birmingham, AL 35205-2885  
Fax Number: (205) 933-3017

**Resident Office 10 – Nashville, TN**

Address: 810 Broadway, Suite 302  
Nashville, TN 37203-3859  
Fax Number: (615) 736-7761

**Region 12 - Tampa**

Areas Served: Florida, Georgia, Puerto Rico, U.S. Virgin Islands  
Address: 201 East Kennedy Blvd, Suite 530  
Tampa, FL 33602-5824  
Fax Number: (813) 228-2874

**Subregional Office 24 – San Juan, PR**

Address: 525 F.D. Roosevelt Ave, Suite 1002  
San Juan, PR 00918-8001  
Fax Number: (787) 766-5478

**Resident Office 12 – Miami, FL**

Address: 51 SW 1st Ave, Suite 1320  
Miami, FL 33130-1623  
Fax Number: (305) 536-5320

**Region 13 - Chicago**

Areas Served: Illinois, Indiana  
Address: Dirksen Federal Building  
219 South Dearborn Street, Suite 808  
Chicago, IL 60604-2027  
Fax Number: (312) 886-1341

**Region 14 – St. Louis**

Areas Served: Iowa, Illinois, Kansas, Missouri, Nebraska, Oklahoma  
Address: 1222 Spruce Street, Room 8.302  
St. Louis, MO 63103-2829  
Fax Number: (314) 539-7794

**Subregional Office 17 – Overland Park, KS**

Address: 8600 Farley Street, Suite 100

Overland Park, KS 66212-4677  
Fax Number: (913) 967-3010

**Resident Office 14 – Tulsa, OK**

Address: 224 S. Boulder Ave, Suite 322  
Tulsa, OK 74103-3006  
Fax Number: (918) 581-7970

**Region 15 – New Orleans**

Areas Served: Alabama, Arkansas, Florida, Louisiana, Mississippi, Tennessee  
Address: 600 South Maestri Place – 7th Floor  
New Orleans, LA 70130-3413  
Fax Number: (504) 589-4069

**Subregional Office 26 – Memphis, TN**

Address: 80 Monroe Avenue, Suite 935  
Memphis, TN 38103-2400  
Fax Number: (901) 544-0008

**Resident Office 15 – Little Rock, AR**

Address: 700 West Capitol Avenue, Suite 4429  
Little Rock, AR 72201  
Fax Number: (501) 324-5009

**Region 16 – Fort Worth**

Areas Served: Arkansas, Texas  
Address: 819 Taylor Street, Room 8A24  
Fort Worth, TX 76102-6107  
Fax Number: (817) 978-2928

**Resident Office 16 – Houston, TX**

Address: 1919 Smith Street, Suite 1545  
Houston, TX 77002-8051  
Fax Number: (281) 228-5619

**Resident Office 16 – San Antonio, TX**

Address: 615 E Houston St Ste 559  
San Antonio, TX 78205-2039  
Fax Number: (210) 472-6143

**Region 18 - Minneapolis**

Areas Served: Iowa, Michigan, Minnesota, North Dakota, South Dakota, Wisconsin  
Address: Paul D. Wellstone Federal Building  
212 Third Avenue South, Suite 200  
Minneapolis, MN 55401-2657

Fax Number: (612) 348-1785

**Subregional Office 30 – Milwaukee, WI**

Address: 310 West Wisconsin Avenue, Suite 450W  
Milwaukee, WI 53203-2246

Fax Number: (414) 297-3880

**Region 19 - Seattle**

Areas Served: Alaska, Idaho, Montana, Oregon, Washington

Address: 915 2nd Avenue, Suite 2948  
Seattle, WA 98174-1006

Fax Number: (206) 220-6305

**Subregional Office 36 – Portland, OR**

Address: Green-Wyatt Federal Building  
1220 SW 3rd Avenue, Suite 605  
Portland, OR 97204-2170

Fax Number: (503) 326-5387

**Region 20 – San Francisco**

Areas Served: California, Guam, Hawaii

Address: 450 Golden Gate Avenue  
3rd Floor, Suite 3112  
San Francisco, CA 94102

Fax Number: (415) 356-5156

**Subregional Office 37 – Honolulu, HI**

Address: 300 Ala Moana Blvd, Room 7-245  
Honolulu, HI 96850-7245

Fax Number: (808) 541-2818

**Region 21 – Los Angeles**

Areas Served: California

Address: US Court House, Spring Street  
312 N Spring Street, 10th Floor  
Los Angeles, CA 90012

Fax Number: (213) 894-2778

**Resident Office 21 – San Diego, CA**

Address: 550 West C Street, Suite 790  
San Diego, CA 92101-3516

Fax Number: (619) 557-6358

**Region 22 - Newark**

Areas Served: New Jersey



Address: 20 Washington Place, Floor 5  
Newark, NJ 07102-3127  
Fax Number: (973) 645-3852

**Region 25 - Indianapolis**

Areas Served: Iowa, Illinois, Indiana, Kentucky  
Address: 575 N Pennsylvania Street, Suite 238  
Indianapolis, IN 46204-1520  
Fax Number: (317) 226-5103

**Subregional Office 33 – Peoria, IL**

Address: 101 SW Adams Street, Suite 400  
Peoria, IL 61602  
Fax Number: (309) 671-7095

**Region 27 - Denver**

Areas Served: Colorado, Idaho, Montana, Nebraska, Utah, Wyoming  
Address: Byron Rogers Federal Office Building  
1961 Stout Street, Suite 13-103  
Denver, CO 80294  
Fax Number: (303) 844-6249

**Region 28 - Phoenix**

Areas Served: Arizona, New Mexico, Nevada, Texas  
Address: 2600 North Central Avenue, Suite 1400  
Phoenix, AZ 85004-3099  
Fax Number: (602) 640-2178

**Resident Office 28 – Albuquerque, NM**

Address: P.O. Box 244  
Albuquerque, NM 87103-0244  
Fax Number: (505) 206-5695

**Resident Office 28 – Las Vegas, NV**

Address: 300 Las Vegas Boulevard South, Suite 2-901  
Las Vegas, NV 89101  
Fax Number: (702) 388-6248

**Region 29 - Brooklyn**

Areas Served: New York  
Address: One Metro Tech Center, 20th Floor  
Suite 2000  
Brooklyn, NY 11201-3948  
Fax Number: (718) 330-7579

**Region 31 – Los Angeles**

Areas Served: California  
Address: 11500 W Olympic Blvd, Suite 600  
Los Angeles, CA 90064-1753  
Fax Number: (310) 235-7420

**Region 32 - Oakland**

Areas Served: California, Nevada  
Address: 1301 Clay Street, Suite 1510N  
Oakland, CA 94612-5224  
Fax Number: (510) 637-3315