



### SEXUAL HARASSMENT PREVENTION NOTICE

#### Sexual harassment is against the law.

All employees have a legal right to a workplace free from sexual harassment, and Keller Williams Realty Gold Coast is committed to maintaining a workplace free from sexual harassment.

Per New York State Law, Keller Williams Realty Gold Coast has a sexual harassment prevention policy in place that protects you. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status. You are receiving this notice, as required by law, either at the time of hiring or during your annual sexual harassment prevention training.

If you believe you have been subjected to or witnessed sexual harassment, you are encouraged to report the harassment to a supervisor, manager or Head of Broker Relations so we can take action.

Our complete policy  can be found in the office and online on [kwgcreources.weebly.com](http://kwgcreources.weebly.com)

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Our training materials  are enclosed/attached  may be found on <https://www.nyc.gov/site/cchr/law/sexual-harassment-training.page>

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Our Complaint Form  can be found in the office and on [kwgcreources.weebly.com](http://kwgcreources.weebly.com)

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If you have questions or to make a complaint, please contact:

**Broker of Record**  
**Mary Lo Galbo**  
**516-582-9742**  
**[marylogalbo@kw.com](mailto:marylogalbo@kw.com)**