



**-POST WHERE EMPLOYEES CAN READ EASILY-
-VIOLATORS SUBJECT TO PENALTIES -**

OFFICIAL NOTICE

Minimum Wage Rate

\$15.40 Per Hour

PALO ALTO MINIMUM WAGE
Effective Date: January 1, 2020

Palo Alto employers are required to pay any employee the City's Minimum Wage for all hours Worked in Palo Alto. Beginning **January 1, 2020**, the City's Minimum Wage is **\$15.40 per hour**.

The minimum wage requirement set forth in Palo Alto's Minimum Wage Ordinance applies to all employees who work two (2) hours per week within Palo Alto. Starting in 2020, the City will adjust the minimum wage each January 1 based on the Bay Area Consumer Price Index as published by the U.S. Department of Labor.

Under the Ordinance, employees who assert their rights to receive the City's minimum wage are protected from retaliation. Employees may file a civil lawsuit against their employers for any violation of the Ordinance or may file a complaint with the City of Palo Alto. The City will investigate possible violations, will have access to payroll records, and will enforce violations of the minimum wage requirements by ordering reinstatement of employees, payment of back wages unlawfully withheld, and penalties.

If you have questions, need additional information, or believe you are not being paid correctly, contact your employer or the City of Palo Alto at:

City of Palo Alto
250 Hamilton Ave.
Palo Alto, CA 94301
650-329-2671

complianceofficer@cityofpaloalto.org

http://www.cityofpaloalto.org/gov/topics/minimum_wage.asp

Employers are responsible for translating this notice into languages spoken by 5% or more of their employees.



Minimum Wage Ordinance

Palo Alto Worker – Know Your Rights

Beginning **January 1, 2020**, employees who work at least two (2) hours or more per week in Palo Alto for a covered employer have the right to be paid a wage rate of \$15.40 per hour.

It is against the law for an employer to discriminate or take adverse action against an employee for exercising their rights under the Ordinance.

Covered employees are entitled to these rights regardless of immigration status.

What to do if you are not receiving \$15.40 per hour?

If you believe you are not receiving a wage rate of \$15.40 per hour, contact:

Office of Equality Assurance
200 East Santa Clara Street, Fifth Floor
San Jose CA 95113
Phone: 408-535-8430
E-Mail: mywage@sanjoseca.gov

You will be asked to provide:

- Your name, mailing address and phone number
- Name, address and phone number of the company where you work
- Manager or owner's name
- Type of work you perform
- How and when you are paid (example: cash or check, every week)

Any additional information you can provide such as copies of pay stubs, personal records of hours worked or other information regarding your employer's pay practices are helpful. All services are free and confidential. Please remember that your employer cannot terminate you or in any other manner discriminate against you for filing a complaint with the Office of Equality Assurance.

