



Sunnyvale

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

OFFICIAL NOTICE

Sunnyvale Minimum Wage Rate

\$16.05 Per Hour

Effective Date: January 1, 2020

Beginning **January 1, 2020**, employers who are subject to the Sunnyvale Business License Tax **or** who maintain a facility in Sunnyvale must pay to each employee who performs at least two (2) hours of work per week in Sunnyvale wages of not less than **\$16.05 per hour**.

The minimum wage requirement set forth in the Sunnyvale Minimum Wage Ordinance applies to adult and minor employees who work two (2) or more hours per week (tips **not** included). Each year, the City will adjust the minimum wage based on the US Department of Labor's Bay Area Consumer Price Index.

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 Sunnyvale. 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, contact the City of Sunnyvale at 408-730-7902 or minimumwage@sunnyvale.ca.gov. If you believe you are not being paid correctly, please contact your employer or the Office of Equality Assurance at:

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



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Sunnyvale Minimum Wage Ordinance

Sunnyvale Workers – Know Your Rights

- Beginning January 1, 2020, employees who work at least two (2) hours or more per week in Sunnyvale for a covered employer have the right to be paid a wage rate of \$16.05 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 \$16.05 per hour.

If you believe you are not receiving a wage rate of \$16.05 per hour, contact:

Office of Equality Assurance
200 East Santa Clara Street, Fifth Floor
San Jose CA 95113

Phone: 408-535-8430
Email: 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.

City of Sunnyvale
456 West Olive Ave
Sunnyvale CA 94088-3707
Sunnyvale.ca.gov



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Sunnyvale Minimum Wage Ordinance Basics

- January 1, 2020 minimum wage rate is \$16.05 per hour
- Minimum wage rate adjusted each January
- Covered employers must pay a minimum wage of \$16.05 per hour to each employee who performs two (2) hours or more of work per week in Sunnyvale

Covered Employer Responsibilities Include:

- Post official Sunnyvale Wage Bulletin in workplace informing employees of current minimum wage rate and their rights
- Document all hours worked by employees and keep records for four (4) years
- It is unlawful to discriminate in any manner or take adverse action against any person in retaliation for exercising their rights protected under Ordinance
- Provide each employee at time of hire with employer's name, address and telephone number

Additional Information:

Website: Sunnyvale.ca.gov
Email: minimumwage@sunnyvale.ca.gov
Phone: 408-730-7902

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