LWCCV Certification Program

As an employer in Central Virginia, you are invited to participate in our program to help raise the wage base in our area. This is a voluntary program, including employers and consumers who endorse the idea that working people should be able to earn a living wage. We define living wage as the amount of pay needed for individuals and families to meet their basic needs without public or private assistance.

Our goal is to **Certify** any employer that pays at least $15 per hour to all of its employees, and to encourage other businesses to also pay $15 per hour. We will create a public list of LWCCV-certified living wage employers and, through media and community outreach, we will urge the public to support these businesses and organizations.

If you would like your business or organization to participate, please fill out the application below.

**Living Wage Certification Application**

(Application information is considered confidential and privileged. It will not be shared outside of our organization.)

Business/Organization Name: _____________________________________________________________

Street Address: __________________________________________________________________________

Mailing Address, if different: ______________________________________________________________

Phone: ___________________________________ Email: _______________________________________

Website: ________________________________________________________________________________

Primary Contact Person for communication with the Living Wage Coalition of Central Virginia:

Name: ___________________________________ Job Title: _____________________________________

Phone: ___________________________________ Email: _______________________________________

Does your business/organization have more than one location within Central Virginia? Please list.

________________________________________________________________________________________

Please briefly describe your business/organization for our website or other publicity.

________________________________________________________________________________________

________________________________________________________________________________________

For a business or organization to be **Certified** as a LWCCV living wage employer, all of its employees, both full-time and part-time, must earn at least $15 per hour. (If an employer relies on customer tips as a portion of employee compensation, then, when averaged out on a weekly basis, wages plus tips for every employee must equal at least $15 per hour.)

We recognize that not all businesses and organizations can afford to pay $15 per hour right now. For those employers, we have created an **Aspiring** level. To qualify for the Aspiring category, a business or organization must currently pay every employee at least $12.50 per hour and commit to raising that amount to $13.50 within two years. (If an employer relies on customer tips as a portion of employee compensation, then, when averaged out, wages plus tips for every employee must equal at least $12.50 per hour, and rise to $13.50 per hour within two years.)
Living Wage Certification Application (continued)

How many full-time employees do you have? ____________________ Part-time? _________________

Do you have any contract workers, temporary employees, probationary workers, or interns on a different pay scale? Please describe.
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Would you like to add any other information that might be relevant to this application for certification as a LWCCV living-wage employer? Attach a separate sheet, if needed.
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Certified Level: Are all current full-time and part-time employees paid at least $15 per hour? (If including tipped employees, do tips plus wages received from the employer average at least $15 for each employee on a weekly basis?)

_____ Yes, every employee is paid at least $15 per hour          OR

Aspiring Level: Are all current full- and part-time employees paid at least $12.50 per hour? (If including tipped employees, do tips plus wages received from the employer average at least $12.50 for each employee on a weekly basis?)

_____ Yes, every employee is paid at least $12.50 per hour          AND

_____ Yes, I commit to raising hourly pay for every employee to at least $13.50 within two years.

Confirmation

I confirm that I have the authority to represent this organization or business.
I confirm that the information above is true and accurate to the best of my knowledge.
I agree to notify Living Wage Coalition of Central Virginia if employee compensation falls below the living wage requirements. (If an employer is certified as a living wage employer and later is no longer able to pay a living wage, Living Wage Coalition of Central Virginia will remove the business from our list without public announcement.)

Signature:______________________________________________ Date:________________

Title:_________________________________________________________________________

Mail your completed application to LWCCV c/o Virginia Interfaith Center, 1716 E. Franklin St., Richmond VA 23223. For more information, find our web page at bit.ly/CharlottesvilleLivingWage. Email lwccva@gmail.com, or call 804-643-2474 ext. 101.