



Steven Bellone  
Suffolk County Executive

Frank Nardelli  
Commissioner

**SUFFOLK COUNTY DEPARTMENT OF LABOR, LICENSING & CONSUMER AFFAIRS**

**LIVING WAGE REQUIREMENTS**

**ORGANIZATION:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_

- To certify Living Wage compliance: Return Forms LW-1 and LW-38
- To certify non-applicability of Living Wage Law: Return Form LW-38
- To request and document a general living wage exemption: Return Forms LW-1, LW-38 and LW-4
- To request and document a specific living wage exemption: Return Forms LW-1, LW-38 and LW-5

**LW-1 Notice of Application for County Compensation**

Question	Date	Completed	Comments
1			
4			
5			
6			
7			
9			
(if known)			
10			
11			
12			
(workforce dedicated to this contract)			
13			
(wage levels and compensated days off)			

**LW-38 Living Wage Certification/Declaration – Subject to Audit**

Section	Date	Completed	Comments
I			
(if applicable)			
II			
(if applicable)			
III			
(complete all questions)			
IV			

**LW-4 Request for General Living Wage Exemption**

<b>Top Box</b>	Date	Completed	Comments
Fill in Top Box Completely			

<b>Particulars of Exemption</b>	Date	Completed	Comments
Complete <b>ALL</b> questions and attach legal brief			

**LW-5 Request for Specific Living Wage Exemption – 2 pages**

<b>Top Box</b>	Date	Completed	Comments
Fill in Top Box Completely			

<b>Basis for Specific Exemption</b>	Date	Completed	Comments
1. Youth (must submit student I.D.)			
2. Seasonal Employment (must submit days/months working)			
3. <b>CHECK A OR B</b> If a: -submit two current payroll runs -attach sheet explaining hours in a work week -highlight highest and lowest paid employee			
If b: -submit two current payroll runs -calculate annual cost of application of Living Wage to employer on page 2			