



# Living Wage Small Employer Application Form



## What is a living wage?

A living wage reflects what two working adults supporting two children need to earn to cover their basic expenses, after government transfers and deductions. It is calculated using the actual costs of living for a specific community.

## Criteria

To be recognized as a Living Wage Employer, an organization needs to pay its direct staff and indirect contract staff at least the living wage rate. An employer may offset the living wage rate by providing benefits that affect basic needs, such as Medical Services Plan premiums. The current living wage for Greater Victoria is \$20.50/hr.

## Additional information

Each employer will receive a window decal, recognition plaque and website graphic to promote that they are a Living Wage Employer.

This application is considered confidential and will only be shown to living wage team members and the Employer Certification committee.

Please direct questions regarding the certification process or criteria to Halena Seiferling at 604-975-3347 or [info@livingwageforfamilies.ca](mailto:info@livingwageforfamilies.ca).

**“By certifying as a Living Wage Employer we are making a long-term commitment to people and the environment.”**  
Robert Tosoni, Village Cleaners

## Section 1. Employer information

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_ Primary Contact Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

Basic description of company and nature of workplace:

## Section 2. Certification eligibility

The current living wage rate for Greater Victoria is \$20.50/hr.

1. How many employees do you have? Total: \_\_\_\_\_

Full time: \_\_\_\_\_ Part time: \_\_\_\_\_ Student: \_\_\_\_\_ Contracted: \_\_\_\_\_

How many staff will be impacted by implementing the living wage? \_\_\_\_\_

2. How many employees are currently paid a living wage? Total: \_\_\_\_\_

Full time: \_\_\_\_\_ Part time: \_\_\_\_\_ Student: \_\_\_\_\_ Contracted: \_\_\_\_\_

3. If not all employees are currently paid a living wage, please outline the steps you will take to implement the living wage and the projected timeline (e.g., part-time employees will receive an increase to the living wage within X months).

4. Please list current service contracts and action you have taken or will take to include the living wage (e.g., the living wage will be included when external service contracts are renewed). Contractors who work 120-plus hours are paid a living wage.

5. What is your plan and who is responsible for ensuring you remain in compliance with annual increases to the living wage rate?

6. Why is it important to you to pay a living wage? (choose top three)

To increase employee retention

To decrease the number of sick days and reduce benefit costs

For positive brand association and to be seen as an ethical employer

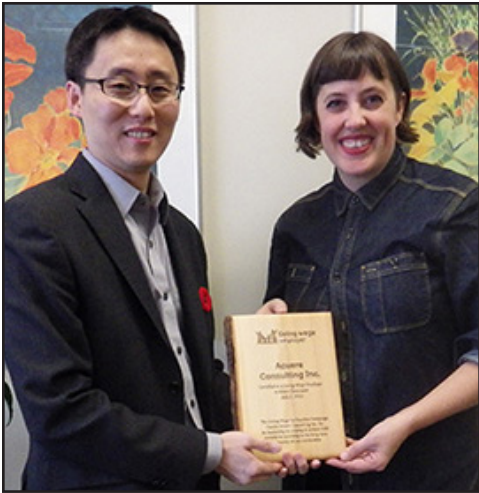
To attract desirable, qualified recruits

To increase productivity

Feel obligated to do so

Other (please explain) \_\_\_\_\_

**A living wage is the income necessary to provide workers and their families with the basic necessities of life. A living wage enables workers to live with dignity and to participate as active citizens in society.**



“We believe business sustainability requires quality as a top priority. For us Living Wages = Quality = Profitability”

Clark Lim, Principal  
Acuere Consulting Ltd.



## Section 3. Promotions

7. May we quote you? Please provide a quote sharing the reasons you pay a living wage or the benefits to your organization.

8. Please tell us which promotional items you would like to receive:

Window decal - Quantity: \_\_\_\_\_

Website graphic emailed to: \_\_\_\_\_

9. **Yes!** I would like to participate on the Employers Committee and provide support to other Living Wage Employers.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return the completed application form to:

Living Wage for Families Campaign  
810 - 815 West Hastings Street  
Vancouver, BC V6C 1B4

Or email to [info@livingwageforfamilies.ca](mailto:info@livingwageforfamilies.ca).

Questions? Contact [info@livingwageforfamilies.ca](mailto:info@livingwageforfamilies.ca) or 604-975-3347.

The Living Wage for Families Campaign is hosted by  
First Call: BC Child and Youth Advocacy Coalition