



Employee Paid Sick Leave Benefits Notification

You are entitled to accrue paid sick leave beginning January 1, 2018 or _____.
This leave will accrue at one (1) hour of paid sick leave for every 40 hours you work.”

You may use this earned paid sick leave for the following reasons (as outlined at RCW 49.46.210(1)(b) and (c):

- To care for yourself or a family member, including individuals who depend on you for care.
- When you or a family member is the victim of sexual assault, domestic violence, stalking, or a hate crime.
- In the event our business or your child’s school or place of care is closed by order of a public official for any health-related reason, or due to a declaration of an emergency by a local, state, or federal government.
- To prepare or participate in a judicial or administrative immigration proceeding involving yourself or your family member.

_____ accrual year is _____ to _____
Company Name Start date End date

Accrued, unused paid sick leave balances of 40 hours or less will be carried over to the following year.

Accrued, unused paid sick leave over 40 hours will be _____
Employer may cash out, require the employee to forfeit the paid sick leave, or offer a more generous carryover.

You are entitled to use accrued paid sick leave beginning 90 calendar days after the start of your employment.

Retaliation against you by _____ for using paid sick leave for authorized
Company Name
purposes, or for the exercise of any rights under the Minimum Wage Act (Chapter 49.46 RCW), is prohibited.