



LIVING WAGE ORDINANCE | COMPLAINT FORM

Pursuant to the City of Miami Beach Living Wage Ordinance, §2-407 thru 2-410 of the City Code, employers of certain City service contracts are required to pay the current Living Wage set by the Mayor and City Commission . An employee who believes that his/her employer has no been complying with the requirements of said Ordinance has a right to file a complaint with the Procurement Division. Please complete the following information to file a complaint.

Contractor Information

Employer Name: _____ Telephone: _____

Type of Business: Landscaping Janitorial Security Services Other _____

Location of where the work is/was being performed: _____

Individual Complainant Information

Name: _____

First

Last Name

Address: _____

Street

City

State

Zip Code

Telephone: _____ Email: _____

My Job Position: _____ My First Day of Work Was: _____

I was (am) Check One: Fired Laid off Quit Other Still Employed

My Last Day of Work Was: _____

My Rate of Pay Was (is): \$_____ Per Hour Bi-weekly Per Week

How are you paid? Cash Check Combination Other _____

Were you offered health benefits? Yes No

If yes, did you elect to receive benefits? Yes No

If applicable, please provide name of Health Insurance company _____

Are you aware that Living Wage Ordinance applies to this contract? Yes No

Have you seen the Living Wage Notice posted anywhere on this project? Yes No

Please list the dates and hours worked each day for which you are claiming wages owed .

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total Hours Worked Each Week
Week 1	Date:								
	Hours:								
Week 2	Date:								
	Hours:								
Week 3	Date:								
	Hours:								
Week 4	Date:								
	Hours:								
TOTAL HOURS WORKED									

Total Wages you are claiming owed and due \$ _____

Do you wish the information reported in this form to remain confidential to the employer? Yes No

I hereby certify that the above statements are true.

Signature _____ Date _____

Please submit completed forms to:

City of Miami Beach | PROCUREMENT DIVISION
 1700 Convention Center Drive | third floor | Miami Beach, FL | 33139
 T: 305.673.7496 | F: 786.394.4000
 cdelvat@miamibeachfl.gov
 www.miamibeachfl.gov/procurement