



# WAGE & HOUR QUICK REFERENCE GUIDE FOR CALIFORNIA EMPLOYERS

This document provides guidance on common California wage and hour requirements. While these rules apply to most employees, please note that some employees are exempt from these standards, while others may have different, possibly stricter requirements.

## STATE & LOCAL MINIMUM WAGE

Statewide	Employees	Hourly Wage			
California	All	\$16.00			
City-Specific	Employees	Hourly Wage	City-Specific	Employees	Hourly Wage
Alameda	All	\$16.52	Oakland	All	\$16.50
Belmont	All	\$17.35	Oakland - Hotels	benefits	\$17.94
Berkeley*	All	\$16.99	Oakland - Hotels	no benefits	\$23.91
Burlingame	All	\$17.03	Palo Alto	All	\$17.80
Cupertino	All	\$17.75	Pasadena*	All	\$16.11
Daily City	All	\$16.62	Petaluma	All	\$17.45
East Palo Alto	All	\$17.10	Redwood City	All	\$17.70
El Cerrito	All	\$17.92	Richmond	All	TBD
Emeryville*	All	\$17.68	San Carlos	All	\$16.87
Foster City	All	\$17.00	San Diego	All	\$16.85
Fremont*	All	\$16.00	San Francisco*	All	\$16.99
Half Moon Bay	All	\$17.01	San Jose	All	\$17.55
Hayward	1 - 25	\$16.00	San Mateo	All	\$17.35
Hayward	26+	\$16.90	San Mateo - Unincorp. County	All	\$17.06
Los Altos	All	\$17.75	Santa Clara	All	\$17.75
Los Angeles*	All	\$16.04	Santa Monica	All	\$16.90
Los Angeles - Hotels w/ 60+ Rooms*	All	\$18.86	Santa Rosa	All	\$17.45
Los Angeles - Unincorp. County	All	\$16.90	Sonoma	1 - 25	\$16.56
Malibu	All	\$16.90	Sonoma	26+	\$17.60
Menlo Park	All	\$16.70	South San Francisco	All	\$17.25
Milpitas*	All	\$16.40	Sunnyvale	All	\$18.55
Mountain View	All	\$18.75	West Hollywood*	1 - 49	\$17.00
Novato	1 - 25	\$16.04	West Hollywood*	50+	\$17.50
Novato	26 - 99	\$16.60	West Hollywood - Hotels*	All	\$18.35
Novato	100+	\$16.86			

\*Current minimum wage listed is applicable through June 30, 2024. Wages will increase beyond the stated amount on July 1, 2024.

### CONTACT INFORMATION

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## OVERTIME

Unless exempt from overtime under a statutory exemption, employees are entitled to daily and/or weekly overtime. Hourly and other non-exempt employees must be paid 1.5 times their regular rate of pay for: (a) all time worked in excess of 40 hours per workweek; (b) all time worked in excess of 8 hours per day, but less than 12 hours per day; and (c) for the first 8 hours worked on the seventh consecutive day of work in a workweek.

Hourly employees and other non-exempt employees must be paid 2 times their regular rate of pay for: (a) all time worked in excess of 12 hours per workday; and (b) all time worked in excess of 8 hours on the seventh consecutive day of work in a workweek.

## FINAL PAYCHECK

When an employee is involuntarily terminated or laid off, employers must pay the employee all outstanding wages, including accrued vacation wages, at the time of termination, or be subject to a penalty equivalent to the employee's daily wage for every day the wages are not paid, up to 30 days. If an employee without a written employment contract for a definite period of time who gives at least 72 hours prior notice of the intention to quit, quits on the day given in the notice, then employers must pay the employee all outstanding wages at the time of quitting. If an employee without a written employment contract for a definite period of time quits without giving at least 72 hours prior notice, employers must pay the employee all outstanding wages within 72 hours of quitting.

## MEAL & REST PERIODS

The chart below shows the meal and rest periods employees are entitled to based on the length of their shift.

SHIFT LENGTH	REST PERIODS
0-3 hours & 29 minutes	No Rest Period
3 hours & 30 minutes - 5 hours & 59 minutes	1 Rest Period
6 hours - 9 hours & 59 minutes	2 Rest Periods
10 hours - 13 hours & 59 minutes	3 Rest Periods
14 hours - 18 hours	4 Rest Periods
SHIFT LENGTH	MEAL PERIODS
0 - 4 hours & 59 minutes	No Meal Period
5 hours - 9 hours & 59 minutes	1 Meal Period
Over 10 hours	2 Meal Periods