

## MEAL BREAK WAIVER REQUEST

In accordance with the Washington State Department of Labor and Industries policy detailed below, I, \_\_\_\_\_, request to waive my meal period beginning \_\_\_\_\_ (date). I understand that if, at some later date, I wish to receive the meal period, I may notify the HR Department and this agreement will no longer be in effect.

*Excerpt from Washington State Department of Labor and Industries Administrative Policy “Meal and Rest Periods” (ES.C.6) Can an employee waive the meal period? Employees may choose to waive the meal period requirements. The regulation states that employees “shall be allowed,” and “no employee shall be required to work more than five hours without a meal period.” The department interprets this to mean that an employer may not be required more than five consecutive hours of work and must allow a 30-minute meal period when employees work five hours or longer. If an employee wishes to waive that meal period, the employer may agree to it. The employee may at any time request the meal period. While it is not required, the department recommends obtaining a written request from the employee(s) who choose to waive the meal period. If, at some later date, the employee(s) wishes to receive a meal period, any agreement would no longer be in effect. Employees must still receive a rest period at least ten minutes for each four hours of work. An employer can refuse to allow the employee to waive the meal period and require that an employee take a meal period.*