



BUREAU OF LABOR AND INDUSTRIES
Val Hoyle, Commissioner
WAGE AND HOUR DIVISION

REQUEST AND AGREEMENT TO WAIVE MEAL PERIODS

I understand that pursuant to Oregon law I am entitled to receive an unpaid meal period of not less than 30 minutes during which I am relieved of all duties for each work period of not less than six hours or more than eight hours;

In addition, I understand that I am entitled to receive a paid rest period of not less than ten minutes for every segment of four hours or major part thereof worked in one work period;

I am at least 18 years of age and am employed as a meal and/or beverage server;

I receive tips and report the tips to my employer;

I request to waive meal periods to which I am entitled under the law;

I make this request voluntarily and have not been required or coerced by any person to waive the meal periods to which I am entitled;

I understand that either my employer or I may revoke this request by providing at least seven (7) calendar days written notice to the other;

I understand that by waiving my meal period I will not be relieved of all duty, however, I also understand that I must be provided a reasonable opportunity to consume food during any workshift of six hours or longer while continuing to work and that I must be paid for this time;

I understand that I may not be required to work longer than eight hours without receiving a 30-minute unpaid meal period in which I am completely relieved of all duty;

I understand that I may not waive the ten-minute rest periods to which I am entitled by law.

Signature of Employee

Date

Signature of Employer Representative

Date

Printed Name of Employee

Printed Name of Employer Representative

It is a violation of the law for an employer to coerce any employee into waiving a meal period. Employers who have been determined by the Commissioner of the Bureau of Labor and Industries to have coerced an employee into waiving a meal period may be assessed civil penalties. For more information or to report violations or allegations that an employer has coerced or is coercing any employee to waive the employee's right to receive a meal period, contact the Bureau of Labor and Industries at the address or telephone number below:

Bureau of Labor and Industries (BOLI)
Wage and Hour Division
800 NE Oregon, Suite 1045
Portland, Oregon 97232
Telephone: (971) 673-0761