Re: Notice of Wage Theft Ordinance and Massachusetts Wage Violations

Dear X:

The City of Somerville's Wage Theft Committee, acting under the authority of the City's Wage Theft Ordinance (No. 2025-08), has learned that your company has been cited by the Massachusetts Attorney General's Fair Labor Division for violations of state wage laws.

The reported violations include:

- **Specific citations:** [List citations]
- **Date(s) of violations:** [List dates]
- **Value of violations:** [List amounts]

We are writing to make you aware of the City's Wage Theft Ordinance and its potential impact on your business.

Under the Ordinance, the City may deny an application for a license or permit if, within the five years before the application, the applicant has admitted guilt or liability, or has been found guilty, liable, or responsible in a judicial or administrative proceeding for violations of certain wage payment or debt collection laws.

These laws include:

- Massachusetts wage payment laws (M.G.L. c. 149, § 148) and other state or federal laws governing the payment of wages; and
- The federal Fair Debt Collection Practices Act (15 U.S.C. § 1692) and other state or federal laws governing debt collection, including collection involving employees or others who performed work for the applicant.

Wage theft is a serious matter that can have significant consequences for workers and businesses. We encourage you to respond promptly to the Attorney General's enforcement action and take any necessary steps to ensure that your business complies with applicable wage laws and that all workers receive the wages they are owed.

Please contact [Name/Office] at [Contact Information] if you have any questions about the City's Wage Theft Ordinance.

Sincerely,

[Name]
[Title]

Version 2: Employer has ultimately paid the wages owed

Writing

Re: Wage Theft Ordinance – Notice and Information for Employers

Dear X:

The City of Somerville's Wage Theft Committee, acting under the authority of the City's Wage Theft Ordinance (No. 2025-08), has learned that your company was cited by the Massachusetts Attorney General's Fair Labor Division for violations of state wage laws.

We understand that your company has since paid the wages owed and resolved the outstanding matter. We appreciate your taking steps to address the violations and fulfill your obligations to the affected workers.

We are writing to make you aware of the City's Wage Theft Ordinance and to help ensure that your company understands its responsibilities moving forward.

The Ordinance allows the City to deny an application for a license or permit if, within the five years before the application, the applicant has admitted guilt or liability, or has been found guilty, liable, or responsible in a judicial or administrative proceeding for violations of certain wage payment or debt collection laws.

These laws include:

- Massachusetts wage payment laws (M.G.L. c. 149, § 148) and other state or federal laws governing the payment of wages; and
- The federal Fair Debt Collection Practices Act (15 U.S.C. § 1692) and other state or federal laws governing debt collection, including collection involving employees or others who performed work for the applicant.

Although your company has addressed the outstanding wages in this matter, we want to emphasize the importance of maintaining compliance with wage laws going forward. Payment of wages owed does not necessarily eliminate the potential consequences of a prior violation under the City's Ordinance.

Future violations may have consequences for your business. If your company is found responsible for violations covered by the Ordinance within the applicable five-year period, the City may consider those violations when reviewing future applications for licenses or permits.

We encourage you to review your payroll and employment practices to ensure that all workers are paid fully and on time and that your business remains in compliance with applicable state and federal laws.

Thank you for taking steps to resolve this matter and for your attention to your ongoing responsibilities as an employer. Please contact [Name/Office] at [Contact Information] if you have questions about the City's Wage Theft Ordinance.

Sincerely,

[Name]
[Title]