



2024 Human Resources Compliance Materials

California businesses face increasing demands to comply with labor laws, and the West Ventura County Business Alliance wants to make it easy for you to meet compliance requirements.

In partnership with CalChamber, the WVCBA conveniently offers a variety of HR compliance materials for purchase to all businesses, with discounts for members.

Keep in mind that every California employer **MUST** display a **CURRENT** California and Federal Labor Law Poster at each company facility. Severe fines and penalties are assessed if a business doesn't display a current poster.

REMINDER – REMOTE EMPLOYEES

If companies have employees that work 100% from home and never report to a headquarters or other location, hard copies of required employment notices should be mailed to the employees' homes, where they can be posted. Otherwise, if employees do report to a physical location some of the time, ensure that the appropriate notices are posted and visible in that particular location.

California and Federal Employment Poster



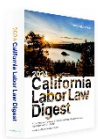
You must post a compliant Employment Poster in a conspicuous place in the workplace where all employees and applicants can see it. The poster also must include information about your workers' compensation benefits, payday schedule and emergency contacts. You may need to order several to ensure that your business, branches and satellite offices are displaying the poster according to the law. Failure to comply can result in severe penalties and fines by the state of California. Available in English or Spanish. *If any of your company's workers are Spanish-speaking, you will need to order the Spanish version.*
WVCBA members: \$29.49 each | Non-members: \$49.49 each

HR Quick Guide for California Employers (HR Handbook)



Includes color-coded easy reference sections. Required and recommended forms for California businesses available to download using a special URL provided in the book.
WVCBA members: \$71.99 each | Non-members: \$91.99 each

California Labor Law Digest



This comprehensive, California-specific Digest puts answers to labor law questions right at your fingertips, updated with new case law and regulations.
WVCBA members: \$184.99 each | Non-members: \$204.99 each

Required Pamphlets Kit



State and federal regulatory agencies require that employers provide each employee with pamphlets on Sexual Harassment; Workers' Compensation Rights & Benefits; State Disability Insurance; Paid Family Leave; Unemployment Insurance; Rights of Victims of Domestic, Sexual Assault and Stalking. Contains 20 copies of each of six pamphlets that employers must distribute to employees. Available in English and Spanish. **WVCBA members: \$98.99 each | Non-members: \$118.99 each**

Remote Onboarding Poster Kit

Includes poster plus one each of six pamphlets. **WVCBA members: \$35.99 each | Non-members: \$55.99 each**



OFFICIAL ORDER FORM

2024 HR COMPLIANCE MATERIALS

Every California employer MUST display a CURRENT California and Federal Employment Poster. Severe fines and penalties will be assessed if a business doesn't display a current poster.

Compliance Alert: CalChamber's 2024 all-in-one poster includes mandatory updates to the Cal/OSHA notice for January 1, 2024, plus recommended updates to the USERRA notice and the CFRA notice. Reminder: A scheduled minimum wage increase goes into effect January 1, 2024.

Item	Specify Quantity	Member	Non-Member	Line total
California and Federal Employment Posters	English _____ Spanish _____	\$29.49	\$49.99	\$
HR Quick Guide for California Employers		\$71.99	\$91.99	\$
California Labor Law Digest Download		\$184.99	\$204.99	\$
Required Pamphlets Kit (20 copies of each of the 6 pamphlets)	English _____ Spanish _____	\$98.99	\$118.99	\$
Remote Onboarding poster kit (Contains required poster and pamphlets kit)	English _____ Spanish _____	\$35.99	\$55.99	
Subtotal:				\$
Add 9.25% sales tax:				\$
Shipping: Free pick up at the WVCBA Oxnard Office*				\$ 0.00
Total:				\$

Organization: _____ Date: _____

Contact: _____

Phone: _____ Email: _____

Payment Information: _____ Check _____ Credit Card **Order Must Be Prepaid**

Please complete below for credit card payment

Name on Card: _____

Credit Card #: _____ Expiration: _____ CVV/CSC: _____

Billing Address: _____

Authorization Signature: _____

Mail completed forms with payment to West Ventura County Business Alliance, 1901 Solar Drive, Suite 105, Oxnard, CA 93036. Orders can also be submitted via email to info@wvcba.org. For questions, please call (805) 738-9100.

*Orders placed by December 15 will be available for pick up at the WVCBA around January 1. We will contact you when your order is ready. Orders placed after mid-December may take two weeks to process depending on current inventory.