

## Am I an Employer Affected by the Washington State Commute Trip Reduction Law?

City of Bellevue  
Updated November 2010

### ***I. My organization fits the definition of “employer.”***

My organization is a sole proprietorship, partnership corporation, unincorporated association, cooperative, joint venture, agency, department, district, or other individual or entity, whether public, nonprofit, or private, that employs employees.

Yes \_\_\_ No \_\_\_

### ***II. My worksite is in an affected jurisdiction.***

My worksite is located in a jurisdiction that is affected by the law.

Yes \_\_\_ No \_\_\_

*(Most jurisdictions in King County are affected, including Bellevue and unincorporated King County. Click the following for a [list](#) and [map](#) of affected jurisdictions in Washington, or visit <http://www.wsdot.wa.gov/TDM/CTR/efficiency.htm>.)*

### ***III. My worksite has 100 or more employees.***

100 or more employees at my worksite meet the law’s definition of “employee.”

Yes \_\_\_ No \_\_\_

*(“Employee” is defined as anyone, other than an independent contractor or seasonal agricultural employee, who receives financial or other remuneration in exchange for work provided to an employer, including owners or partners of the employer. Shareholders, principals and associates in a corporation, partners (general or limited) in a partnership and participants in a joint venture are considered to be employees under the law.)*

### ***IV. These employees are full-time.***

100 or more employees at my worksite are scheduled to be employed on a continuous basis for 52 weeks for an average of at least 35 hours per week.

Yes \_\_\_ No \_\_\_

### ***V. These employees begin their workday within the affected time window.***

100 or more full-time employees at my worksite begin their regular workday between 6:00 a.m. and 9:00 a.m. (inclusive) on two or more weekdays for at least 12 continuous months.

Yes \_\_\_ No \_\_\_

If you checked “yes” for all five categories above, then your worksite is affected by the Commute Trip Reduction law. Contact Kate Johnson, Associate Transportation Planner for the City of Bellevue, (425) 452-7896 or [kmjohnson@bellevuewa.gov](mailto:kmjohnson@bellevuewa.gov), for next steps or more information.