



Attachment C – Final Employer Certification

Washington State Food Production Paid Leave Certification

I, _____, am the _____, of _____, and I certify that:
First, Last Name Title Company Name

1. I am or have the authority and approval from the President/CEO, to request reimbursement from the Department of Commerce (Commerce) per contract number _____ from the allocation of the Federal CARES Act Dollars allocated to Commerce to support the Food Production Paid Leave Program, for eligible employees, including on the corresponding Final Employer Reimbursement Report Form for Payment of Funds for these eligible employees, on this final A-19 invoice voucher. This is the final invoice for the Food Production Paid Leave Program from August 18, 2020 – November 13, 2020.
2. I understand that Commerce will rely on this certification as a material representation in processing this final reimbursement attesting to the eligible employees and their leave to be reimbursed.
3. I certify the use of funds that were received for the Contract and currently being requested on this final reimbursement request from the Food Production Worker Paid Leave program funds under this contract were used only to cover costs that:
 - a. Are necessary expenditures incurred due to Coronavirus Disease 2019 (COVID-19);
 - b. Employee documentation has been provided if necessary and the Worker Paid Leave Request Form has been completed and both are on file.
 - c. Were incurred during the period that begins August 18, 2020, and ends on November 13, 2020.
4. I understand all documentation must be kept on file for a minimum of 6 years, for auditing purposes.
5. I understand our business receiving funds pursuant to this certification shall retain documentation of all uses of the funds, including but not limited to contracts, employee documentation, employee leave request forms, payroll statements, bank account statements showing amounts paid to the employees, and any other documentation required based upon our businesses Employer Application Plan, in a manner consistent



Washington State
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Commerce

with the *Federal retention requirements for records of 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Such documentation shall be produced to Commerce upon request and may be subject to audit by the State Auditor.

6. I understand the sole use of these funds is for and to be provided to the employees.

I certify, I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

Printed Name

Title

Signature

Date