

**Region III Workforce Investment Board of Kanawha County
Business Services
Employer Application**



Employer Legal Business Name:		FEIN #:	Website:	
Former Name(s) Under Which Employer Conducted Business:				
Address:		City:	State:	Zip:
Contact Name:	Title:	Phone:	Email:	

Type of Business:			
<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Cooperation <input type="checkbox"/> For-Profit <input type="checkbox"/> Non-Profit			
Do you have a current job order listed with WorkForce WV? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Current Employees:	Years in Existence:	Has had any layoffs in the past 6 months? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is the business being sold or merging with another company? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Number of Positions to be Filled under Business Services:	Please list the positions:		

Please include the following documentation with your Application. The information provided must be for the current year. Your Application will NOT be approved until the information is submitted, reviewed and approved by WIB-KC:

- ✓ Copy of current Business License
- ✓ WV Secretary of State Letter of Good Standing
- ✓ WV Workers' Compensation Verification Letter
- ✓ Job Description(s) of the positions to be filled

After review, you will be notified of the status of your application. Please allow 5 business days for review.

Questions or concerns regarding this Application should be directed to:

Nick Nunnery
Business Services Representative
nnunnery@region3wibkc.org
304-344-5760

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Meeting Federal Criteria:

By signing below, I agree to the following terms:

- Funds provided under WIOA Business Services will not be used to relocate operations in whole or in part.
- The Employer commits to providing long-term employment for successful candidates, unless otherwise noted on contract.
- Funds provided will not be used to directly or indirectly assist, promote, or deter union organizing.
- The hiring of Program Participants (“Employees”) will not result in full or partial displacement of current employees.
- The Employer agrees to provide a safe, drug-free workplace.
- The Employer agrees to provide adequate supervision.
- The Employer agrees to abide by the Fair Labor Standards Act.
- The Employer agrees to provide the same fringes and benefits to all employees, including workers’ compensation, health insurance, unemployment insurance, retirement benefits, etc.
- The Employer will comply with all non-discrimination and equal opportunity provisions of WIOA and its regulations. (Section 188 of WIOA)
- The Employer agrees to comply with requirements under 34 CFR Part 85, Government-wide Debarment and Suspension (Non-Procurement).

I hereby certify that the above information is, to the best of my knowledge, true and correct.

Employer Signature

Date