

## REQUIREMENTS FOR ISSUING CHILD LABOR PERMITS

1. Proof of Age (one of the following): duly attested birth certificate, verified baptismal certificate, driver's license or photo ID card issued by the Dept. of Transportation.
2. Letter from employer with employer's address and phone number stating the minor's job description, hours of work and time of day the minor will be working.
3. Letter from minor's parent, guardian or court-ordered foster parent (while minor is under their care, supervision and custody) consenting to the employment.
4. The minor's social security card or letter from social security office stating minor is getting a new card and giving the social security number.
5. Permit fee from employer of \$10.00. If the minor advances the fee, the employer **must** reimburse the minor by the first paycheck.

07/01/09