

The Employment Certificate is ONLY Issued and VALID for Students under 16 years of age as directed by the Illinois Department of Child Labor Law

Date: _____ School: _____

Name of Student: _____ Male/Female

Address: _____ Age: _____

Phone: _____ Social Security: _____ Counselor: _____

The minor child must be present when a work permit is issued. The parent may not come in without the minor child to obtain a work permit for the minor child.

A COPY OF THE APPLICANT'S BIRTH CERTIFICATE AND CURRENT PHYSICAL (WITHIN TWO YEARS OF APPLICATION DATE) MUST ACCOMPANY THIS APPLICATION FOR PROCESSING.

PARENT/GUARDIAN - I have read the statement from the employer below and give my son/daughter permission to work in said place of business. Also, the parent/guardian must be present when a work permit is issued to someone under the age of 16 as required under section 205/12 of the Illinois Child Labor Law.

Parent Name (Print): _____

Parent Signature: _____

Parent Address: _____

Phone: _____ Date: _____

EMPLOYER – Please fill in the following information or submit a letter on company letterhead including below information.

I agree to employ the above named student.

Type of work to be done: _____

Position: _____ Hours per day/week: _____

Name of Company: _____

Address of Company: _____

Is the above position for summer only? _____ Yes _____ No Is alcohol served? _____ Yes _____ No

Employer's Name (Print): _____ Phone: _____

Signature of Employer: _____ Date: _____

PHYSICIAN – I have read the information provided by the employer and the parent/guardian above and find the above-named minor physically fit for an employment certificate.

Signature of Physician: _____ Date: _____