FAQs FOR EMPLOYERS

What do I do if I'm hiring a minor?

First, register in our <u>new online system</u>. You only need to register once, but you will need to review the application of every minor you hire. You'll need your FEIN and SOC code to register.

A minor who I hired applied for Working Papers before I registered with NJDOL. What do I do now?

If the minor applied for Working Papers for a job with your business before you register with us, they were asked to provide your email address so we could send you an invitation to create an account. If you didn't get that invitation, you can still <u>create an account yourself</u>.

My company has multiple locations. How do I distinguish my site from other company sites?

Our system will assign a unique 8-digit code to each worksite under the same FEIN. Minors will use that worksite-specific code when they apply for Working Papers.

If NJDOL rejects the application of a minor I hired, what do I do next?

You will receive an email explaining the reason for rejection and include information about next steps.