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Application for a Work Permit

Items to Bring With You When You Come In

1. ____ This Application for a Work Permit
2. ____ Birth Certificate
3. ____ Statement by Prospective Employer (must include Minor's specific work hours and Manager contact info)
4. ____ Recent Physical Exam (dated from within one year of application)
5. ____ Principal's Statement (required if working at all during the school year (September 1 through June 1))

*Please note that the minor must be present with the parent or guardian when application materials are submitted- in person. This is a requirement under section 205/12 of the IL Child Labor Law.

Student Information

Minor's Name: _____
 Minor's Social Security Number (required): _____
 Address: _____ City, State, Zip: _____
 Phone Number: _____ Birth Date: _____

Employer Information

Business Name: _____
 Address: _____ City, State, Zip: _____
 Phone Number: _____ Type of Business: _____

Consent of Parent or Guardian

I hereby give my consent to my child/ward to engage in part-time employment with the employer indicated on this application, and agree to comply with the stated regulations and laws applicable to the specific type of employment for which this application is being submitted.

Signature of Parent/Guardian: _____ Date: _____
 Address: _____ City, State, Zip: _____
 Phone Number: _____ Email: _____