

- Applicant Information -

Minor's Name

Age

Sex

Date of Birth

Male

Street Address: City, State and Zip Code

Mobile Number

Is this your first paid job?

Minor's School name and parish

Anticipated Date of high school graduation/GED

Plans after high school graduation

Job Continuing Education Military Unsure

Interested in getting information on jobs, hiring fairs and other events? Yes No

Minor Email Address:

Parent/Guardian Email Address:

- Legal Guardian's Consent Statement -

I hereby acknowledge that I understand the above duties and hours to be worked by the above-named minor for this employer and grant permission for this employment

Parent
 Legal guardian

(Printed Name of minor)

(Printed name of parent or legal guardian)

(Email Address)

(Mobile Number of Parent/Legal Guardian)

Signature of parent or legal guardian

(Date)

* This form is required to be completed by the parent or legal guardian of a minor employee under 18 years of age. The original copy must be kept by the employer at the workplace along with other records of the minor's employment required by LA Revised Statutes Title 23, Section 182.



Application to Employ Minors Under Age 18

OFFICE OF WORKFORCE DEVELOPMENT

NOTE: This form is not an Employment Certificate.

There are three (3) steps for a worker under 18 years old to obtain a **Standard Employment Certificate** to legally work in Louisiana:

1. The Application to Employ Minor must be completed and signed by the **Employer, Minor Worker and Parent/Guardian**.
2. The Minor Worker submits the completed form and **proof of age** to an **Authorized Issuing Officer** at their high school, school board office or American Job Center.
3. The Authorized Issuing Officer reviews for compliance with LA R.S. 23:151-234 and issues the Standard Employment Certificate.

- Employer Information -

Name of employer (DBA)

FEIN (State UI Tax ID#)

Street address- where work will be performed: City, State, and Zip Code

Employer's Telephone Number

Contact Email Address

Job title and duties of minor (e.g., cashier, crew member, food service lifeguard, sales clerk, waiter, etc.)

Hours of work:

Sunday _____ -

Monday _____ - _____

Tuesday _____ - _____

Wednesday _____ - _____

Thursday _____ - _____

Friday _____ - _____

Saturday _____ - _____

Name and title of employer representative

Signature of employer representative