

NOTE: This form is not an Employment Certificate.

The process for employing a minor, under the age of 18, involves a two-part process:

1. After the employer completes this application, the minor must have a parent sign the Parent's Consent Statement section below. Bring the form, along with proof of age (examples: birth certificate, driver's license, etc.) to an **authorized issuing location**, typically the School Board or high school).
2. The authorized official will then issue an Employment Certificate, providing all conditions regarding hours, type of employment, etc. are in accordance with R.S. 23:151-234.

Applicant Information:

<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of minor		Age	Sex	Date of birth
<input type="text"/>			<input type="text"/>	
Physical address: city, state and zip code			Telephone number	
<input type="text"/>		<input type="text"/>		
Number of work hours per day		Number of days per week		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Time shift begins Prior to school days	Time shift ends	Minors ages 14 and 15 only: Time shift begins and ends during June 1 – Labor Day		



Employer Information:

<input type="text"/>	
Name of employer (DBA)	
<input type="text"/>	
Physical address — where work will be performed: city, state and zip code	
<input type="text"/>	<input type="text"/>
Employer's telephone number	Industry of employer
<input type="text"/>	
Job tasks to be performed by minor	
<input type="text"/>	
Job tasks (continued)	
<input type="text"/>	
Name and title of employer representative	Signature: Name of employer representative

Parent's Consent Statement:

I, _____, , hereby give consent for
 Signature of consenting parent or legal guardian Date Telephone number

, to be employed by the above named employer.
 Name of child

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**THIS FORM MUST BE COMPLETED AND SIGNED BY
AN EMPLOYER REPRESENTATIVE OF THE EMPLOYING FIRM.**