

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 -

Name of minor _____ Age _____ Sex _____ Date of birth _____

Physical address: city, state and zip code _____

Telephone number _____

Number of work hours per day _____

Number of days per week _____

Prior to school days

Time shift begins _____

Time shift ends _____

Time shift begins and ends during June 1 – Labor Day

Minors ages 14 and 15 only: _____

- Employer Information -

Name of employer (DBA) _____

Physical address — where work will be performed: city, state and zip code _____

Employer's telephone number _____

Industry of employer _____

Job tasks to be performed by minor _____

Job tasks (continued) _____

Name and title of employer representative _____

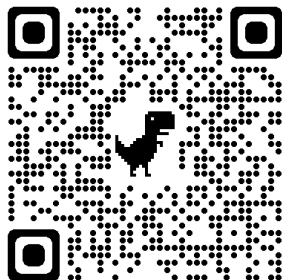
Signature: Name of employer representative _____

- Parent's Consent Statement -

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

Name of child _____

, to be employed by the above named employer.



Tips for
Employing
Minors

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