



Employment Permit Application for 14 through 17 Year-Olds

Instructions: After completing the form and obtaining the required signatures as indicated, take this completed form to the Superintendent of Schools, or the person your school has authorized to issue work permits, in the school district where you live or in town where you attend school. You should bring with you proof of your age, such as your birth certificate, passport, or immigration record. The Superintendent, or his or her authorized agent, will then issue you an Employment Permit.

Bring the signed work permit back to your employer who must keep it until you leave the job.

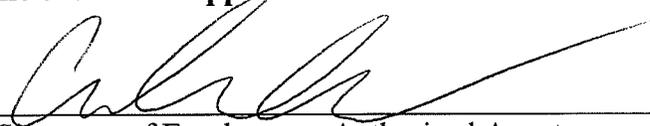
Questions about this application should be directed to the Department of Labor Standards at (617) 626-6952.

If you are under 18 years of age, you must obtain a work permit before starting a new job.¹ G.L. c. 149, §§86-89. The following are the steps you should take; please note that a *Physicians Certificate of Health* is required only of 14- and 15-year-olds.

Steps for Getting an Employment Permit

1. Obtain a job offer from an employer.
2. Ask the employer to complete the following section:

Promise of Employment

Name of Minor:	
Name of Employer: Arlington Center for the Arts	
Business Address: 20 Academy St Arlington, MA 02476	
Job Title and Primary Duties: Arts Camp Counselor	
Number of Hours per day Minor is to be Employed: 6.5 hrs	
The undersigned agrees to employ this minor as stated above and in compliance with state law. A summary of laws governing minors' hours of work and hazardous occupations can be found at the end of this application form.	
	1/9/26
Signature of Employer or Authorized Agent	Date

¹ Minors who are 17 years of age, who can show documented proof of a high school diploma or the equivalent to the school official authorized to issue work permits, do not need a signed work permit, but must still complete this permit application.

3. **For 14- and 15-year-olds only (16- and 17-year-olds may skip this step):** Ask your doctor to complete the following section:

Note: The following *Certificate of Health* must be signed **within 12 months** of the date this application is presented to the school official issuing the permit.

Physician's Certificate of Health

I hereby certify that I have made a thorough physical examination of the following named 14- or 15-year-old minor:

and that, in my opinion, said minor is in sufficiently sound health and physically able to perform the work indicated above. **A summary of laws governing minors' hours of work and hazardous occupations can be found at the end of this application form.**

Signature of Physician

Date

4. Ask your parent, guardian, or custodian to sign below.

I hereby approve the issuance of a permit for the work indicated above. **A summary of laws governing minors' hours of work and hazardous occupations can be found at the end of this application form.**

Name of Parent, Guardian, or Custodian

Signature of Parent, Guardian, or Custodian

Date

5. Sign this application below:

Signature of Minor

Date