
WORK PERMITS

What is a work permit?

This is the permit that grants a minor the legal permission to work and receive a paycheck. Minors' ages 15 days to 18 years of age employed in the entertainment industry must have a valid permit to work and employers must have a permit issued by the Division of Labor Standards Enforcement. The work permit must be renewed every six months.

How do I get a work permit?

- Obtain the "Application for Permission to Work in the Entertainment Industry" from any Division of Labor Standards Enforcement office. To find the closest office to you go to the WORK PERMIT OFFICES SHEET.

- Minor's parent or legal guardian must complete the application.

- Minor's in first grade or above, a school official must complete the "School Record" portion of the application.

- Minor's not of school age yet, one of the following must be provided.

(We recommend two forms of identification)

- Certified copy of the minor's birth certificate
- Social Security card
- Letter from the hospital attesting baby's birth
- Minor's passport
- Minor's baptismal certificate

What exactly is a minor?

The term "minor" as used in the CODIFIED BASIC (FEATURE FILM) TELEVISION AGREEMENT states the following: "The term 'minor,' as used herein, means any performer under the age of eighteen (18) years, except that it shall not include any performer if: (i) the performer has satisfied the compulsory education laws of the state governing the performer's employment; (ii) the performer is married; (iii) the performer is a member of the armed forces; or (iv) the performer is legally emancipated."

A minor defined in the *Television Recorded Commercial Contract* states the following: "The definition of a minor as used herein means any principal performer defined as a minor under the employment laws of the State governing his or her employment and in any event shall include any principal performer fifteen (15) years of age or younger."



Kidz • New Faces • Young Adults

CALIFORNIA
DIVISION OF STANDARDS ENFORCEMENT
DISTRICT OFFICES

As of March 1, 2004, the Division of Labor Standards will not process your permit application form over the counter unless you have a letter from a production company (not a talent agency or a casting director) stating that you have immediate work pending.

Bakersfield 5555 California Ave., Suite 200 Bakersfield, CA 93309 (661) 395-2710	Redding 2115 Civic Center Dr., Room 17 Redding, CA 96001 (530) 225-2655	San Jose 100 Paseo de San Antonio, Room 120 San Jose, CA 95113 (408) 277-1266
Eureka 619 Second Street, Room 109 Eureka, CA 95501 (707) 445-6613	Sacramento 2031 Howe Ave., Suite 100 Sacramento, CA 95825 (916) 263-1811	Santa Ana 28 Civic Center Plaza, Room 625 Santa Ana, CA 92701 (714) 558-4910
Fresno 770 E. Shaw Ave., Room 315 Fresno, CA 93710 (559) 244-5340	Salinas 1870 N. Main St., Suite 150 Salinas, CA 93906 (831) 443-3041 (408) 277-1266	Santa Barbara 411 E. Canon Perdido, Room 3 Santa Barbara, CA 93101 (805) 568-1222
Long Beach 300 Oceangate, Suite 302 Long Beach, CA 90802 (562) 590-5048 (562) 499-6366	San Bernardino 464 W. Fourth St., Room 348 San Bernardino, CA 92401 (909) 383-4334	Santa Rosa 50 "D" Street, Suite 360 Santa Rosa, CA 95404
Los Angeles – Abigail Calva 320 W. Fourth Street, Suite 450 Los Angeles, CA 90013 (213) 620-6330	San Diego 7575 Metropolitan Dr., Room 210 San Diego, CA 92108 (619) 220-5451	Stockton 31 E. Channel Street, Room 31 Stockton, CA 95202 (209) 948-7770 (209) 948-7771
Oakland 1515 Clay Street, Suite 801 Oakland, CA 94612 (510) 622-3273	San Francisco 455 Golden Gate Avenue, 8th Floor San Francisco, CA 94102 (415) 705-5300	Van Nuys 6150 Van Nuys Blvd., Room 206 Van Nuys, CA 91401 (818) 901-5315

APPLICATION FOR PERMISSION TO WORK IN THE ENTERTAINMENT INDUSTRY

PROCEDURES FOR OBTAINING WORK PERMIT

1. Complete the information required below.
2. School authorities must complete the "School Record" section below.
3. For minors 15 days through kindergarten, please attach a certified copy of the minor's birth certificate. See reverse side for other documents that may be accepted.
4. Mail or present the completed application to any office of the Division of Labor Standards Enforcement for issuance of your work permit. Work permits will be issued within 3 business days and mailed to you.
5. Please provide a preaddressed, stamped envelope.

Name of Child				Professional Name (if applicable)					
Permanent Address Number Street		City		State		Zip Code		Home Phone Number	
School Attending							Grade		
Date of Birth		Age	Height	Weight	Hair Color	Eye Color	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		
STATEMENT OF PARENT OR GUARDIAN: It is my desire that an Entertainment Work Permit be issued to the above named child. I will read the rules governing such employment and will cooperate to the best of my ability in safeguarding his or her educational, moral and physical interest. I hereby certify, under penalty of perjury, that the foregoing statements are true and correct.									
Name of Parent or Guardian (print or type)				Signature				Daytime Phone Number	

SCHOOL RECORD

State whether "SATISFACTORY" or "UNSATISFACTORY" for each

Attendance		Scholarship (Grades)		Health	
I CERTIFY THAT THE ABOVE-NAMED MINOR: <input type="checkbox"/> Meets the school district's requirements with respect to age, school record, attendance and health. <input type="checkbox"/> Does not meet the district's requirements and permit should not be issued.					
Authorized School Official			Date		
School Address			School Phone Number		
[School Seal]					

HEALTH RECORD

Complete this Section if instructed to do so or if infant is under One Month of Age

Name of Doctor		Address		Phone Number	
I certify that I am a licensed physician and surgeon who is Board Certified in pediatrics, and have carefully examined _____. In my opinion, (please circle) he / she is / is not physically fit to be employed in the production of motion pictures and television. If less than one month, infant is / is not at least 15 days old, was / was not carried to full term, and is / is not physically able to perform.					
Signature _____		M. D.		Date _____	
Remarks:					