



The Commonwealth of Massachusetts
 Division of Occupational Safety
 399 Washington Street, 5th Floor
 Boston, MA 02108

**Employment Permit
 (14 and 15 year old workers)**

This permit is issued to 14 and 15 year-old workers in accordance with G.L. c. 149, §§86-89.

Permit Number:	Date of Issue:
Name of Minor:	
Minor's Address:	
Minor's Place of Birth:	Date of Birth:
Current Age _____ years _____ months	Gender:
Color of Hair: _____ Color of Eyes: _____ Facial Marks: _____	
Specific Nature of Employment:	
Employer's Name:	
Employer's Address:	
Proof of Age Accepted:	
School Last Attended:	
Grade Last Attended:	Years in School: School Attendance Req.:
Municipality of Issue:	
Expiration Date:	
<p>_____</p> <p>Signature of Minor (sign in the presence of the issuing agent)</p>	
<p>The Superintendent of Schools, or his or her authorized agent, hereby certifies that the child named in this permit has personally appeared before the person issuing this permit and has been examined and, except in the case of a limited permit, found to possess the educational qualifications described in G.L. c. 76, §1, and that all the papers required by G.L. c. 149, §87, have been duly examined, approved and filed and that all the conditions and requirements for issuing an employment permit have been fulfilled.</p> <p>Any erasure or alteration voids this permit and is punishable by fine.</p>	
<p>_____</p> <p>Signature of Superintendent of Schools or Authorized Agent</p>	

Important Conditions: : All students between 6 and 16 years of age must attend school, with the following exceptions:

- 1) 14 and 15 year-olds who have completed the 6th grade and hold a permit for employment in private domestic service or service on a farm for 6 hours per day;
- 2) 14 and 15 year-olds who have completed the 6th grade and have the written permission of the superintendent of schools to engage in non-wage earning employment at home; and
- 3) a child over 14 who holds a permit for employment in a cooperating employment.

Unless a student fits in one of these three categories, he or she is required to attend school until age 16. Students between the ages of 14 and 16 may work, but unless they fall within one of the three categories, they must also attend school.

Full-Time Employment permits are issued at the discretion of the Superintendent of Schools.

An Employment permit does not authorize the employment of the minor named thereon by anyone other than the employer named. Employment of the minor named is restricted to the specific nature of employment stated on the face of this permit.

Whoever, without authority, alters an employment permit shall be punished by a fine. G. L. c. 149, §90.

Page 2 of 2



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Work Permit Application for 14 and 15 Year-Olds

If you are under 18 years of age, you must obtain a work permit before starting a new job. G.L. c. 149, §§86-89. The following are the steps you should take if you are 14 or 15 years old.

Steps for Getting a Work 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:
Business Address:
Job Title & Primary Duties:
Number of Hours per day Minor is to be Employed: 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. _____
Signature of Employer or Authorized Agent Date

Page 1 of 5

3. Ask your doctor to complete the following section:

Physician's Certificate of Health

I hereby certify that I have made a thorough physical examination of the following named 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

1. 4. Ask your parent, guardian, or custodian to sign below.
2. 5. Take this completed form to the Superintendent of Schools, or the person your school has authorized to issue Employment Permits, in the school district where you live. 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.
3. 6. Bring the signed permit back to your employer who must keep it until you leave the job.

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

Page 2 of 5

Summary of Massachusetts¹ Laws Regulating Minors' Work Hours and Occupation Restrictions

Work Hours Restrictions

14 and 15 Year Olds' Work Hours Restrictions

- . • May work only between 7 a.m. and 7 p.m. during the school year
- . • May not work during school hours
- . • May work only between 7 a.m. and 9 p.m. during the summer (July 1 to Labor Day)
- . • When school is in session, may work a maximum of 18 hours a week, 3 hours a day on school days, 8 hours a day on Saturday, Sunday and Holidays and 6 days a week
- . • When school is NOT in session, may work a maximum of 40 hours a week, 8 hours a day, and 6 days a week

16 and 17 Year Olds' Work Hours Restrictions

- May work only between 6 a.m. and 10 p.m. except in restaurants where they may work until midnight on Fridays, Saturdays and during school vacation
- May not work more than 48 hours a week, 9 hours a day, or 6 days a week whether or not school is in session

Occupation Restrictions

Minors under 14 may not work

There are a few exceptions to this such as working as news carriers, on farms, and in entertainment (with a special permit)

14 and 15 Year Olds' Occupation Restrictions:

- May not operate power driven machinery (except office machines or machines in retail or food service not otherwise prohibited)

Page 3 of 5

¹ This is a compilation of state and federal child labor laws. The most protective laws are presented here and apply to all employers of teens including parents who may employ their children. There are additional regulations in this area not summarized here and some exceptions for employers in agricultural industries. Questions about the state child labor laws should be directed to the Massachusetts Office of the Attorney General, Fair Labor and Business Practices Division (617-727-3465). Questions about federal child labor laws should be directed to the U.S. Department of Labor, Wage and Hour Division (617-624-6700).

- May not operate hoisting apparatus
- May not cook (except at soda fountains, lunch counters, snack bars, or cafeteria serving counters) or bake
- May not work in a manufacturing facility (e.g., a factory)
- May not work on ladders or scaffolds
- May not work in freezers or meat coolers
- May not work in garages except dispensing gas and oil
- May not work in brick or lumber yards
- May not work in barber shops
- May not work in amusement places (e.g. pool or billiard rooms or bowling alley).
- May not work in construction, transportation, communications, or public utilities (except doing clerical work away from heavy machinery)
- May not work in warehouses (except doing clerical work)
- May not load or unload trucks, railroad cars, conveyors
- May not wash windows in public or commercial buildings if the window sill is more than 10 feet above the ground

- . • May not work doing laundry in a commercial laundry or dry cleaning establishment
- . • May not work as a public messenger
- . • May not work at processing operations (e.g., in meat, fish, or poultry processing or cracking nuts)
- . • May not work in mining
- . • May not work around boilers or in engine rooms
- . • May not do industrial homework
- . • May not work in any occupation that is determined by the Massachusetts Attorney General to be dangerous to the health and well-being of minors

16 and 17 Year Olds' Occupation Restrictions:

- . • May not drive a vehicle or forklift
- . • May not use meat slicers or power driven bakery machines
- . • May not work 30 feet above ground or water
- . • May not handle, serve or sell alcoholic beverages
- . • May not use circular or band saws, guillotine shears, or box crushers
- . • May not use power-driven woodworking machines
- . • May not use power-driven hoisting apparatus
- . • May not use power-driven paper-products machines
- . • May not use power-driven metal-forming, punching, or shearing machines
- . • May not use buffing or polishing equipment
- . • May not manufacture brick, tile or kindred products
- . • May not manufacture or store explosives
- . • May not work in wrecking, demolition, shipbreaking, or excavation .

Page 4 of 5

- . • May not work in logging, sawmilling, or mining (other than coal)
- . • May not work slaughtering, packing, or processing meat
- . • May not work in roofing, railway, or excavation operations
- . • May not work in foundries or around blast furnaces
- . • May not work manufacturing phosphorous matches
- . • May not work where exposed to radioactive substances
- . • May not work as a firefighter or engineer on a boat
- . • May not oil or clean hazardous machinery in motion

Page 5 of 5

