

Work Permit Information Form (please print clearly)

Minor's Full Legal Name: _____

First

last

Home Phone #: _____ Cell #: _____

Minor's Date of Birth: ____/____/____ Minor's Present Age: _____

Minor's Address: _____

City

State

Zip Code

Name of business minor will be working at: _____

Business Address: _____

Address

City

Zip Code

Nature of Business: _____

What type of work will minor be doing: _____

Do minor's parents own the business? Yes No Is work being performed as restitution? Yes No

Did minor graduate from high school? Yes No Does minor attend Waukesha South H.S.? Yes No

If no, please give the name of the school district and name of school minor is attending: _____

These items are needed for a work permit to be issued (**originals only--copies not accepted**)

- * Letter of employment signed by employer indicating job duties
- * Written permission from parent or guardian for minor to work
- * Birth Certificate OR Baptismal Certificate OR Driver's License OR State Issued ID

NOTE: School ID is not acceptable

- * Minor's Social Security Card **MUST BE SEEN** by work permit officer
- * \$ 10.00 fee

Minor must be present to personally sign work permit in the presence of the work permit officer.

24 hours required for completion of permit. However, we will try our best to complete your permit by the end of the school day.

Accepted by: _____ Date: / / Time: _____

Other permit locations in Waukesha:

Waukesha West H. S.

3301 Saylesville Road

Weekdays 7:00 a.m. – 3:00 p.m.

Waukesha North H.S.

222 Michigan Ave

Weekdays 7:00 a.m. – 3:00 p.m.

La Casa de Esperanza

414 Arcadian Ave

Waukesha

Weekdays 8:00 a.m. – 5:00 p.m.