

## Instructions for issuing Entertainment Work Permits:

Any minor under 18 years of age who is employed in motion pictures, commercials, theater, television, musical performances, rodeos, or modeling must apply for an Entertainment Work Permit.

- The application for a Work Permit in the Entertainment Industry can be downloaded at <http://www.dir.ca.gov/dlse/DLSEForm277.pdf> or from the student's agent.
- We do not provide the blank permit application.
- The student/parent is responsible for mailing the completed application to the DLSE.  
The local DLSE office is:  
DLSE-Van Nuys Office  
6150 Van Nuys Blvd. #206  
Van Nuys, CA 91491-3308
- The DSLE will mail the official permit to the student at their permanent home address. Entertainment Work Permits are only valid for 6 months. Students are required to submit a new application every 6 months.

*\*When school is NOT in session (i.e. school break, vacations, holidays), either the minor's recent report card or letter from the school principal on school letterhead indicating that the minor is "satisfactory" in all academic subjects, health and attendance is required. The applicant will attach the required documentation and mail the form directly to the DLSE office*

**THIS IS NOT A PERMIT**

NEW (never applied before)  RENEW

Permit No. \_\_\_\_\_

**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 for minors in grades 1 thru 12.
3. For minors 15 days through kindergarten, please attach a photo copy of minor's birth certificate. See reverse side for other documents that may be accepted.
4. All signatures **MUST** be in original ink. No fax or photo copies permitted.
5. 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.
6. Please provide a preaddressed, stamped envelope so the permit can be mailed back to you.

Name of Child				Professional Name (if applicable) <b>AKA:</b>									
Permanent Address Number		Street		City		State		Zip Code		Home Phone Number			
School Attending										Grade			
Date of Birth		Age		Height ft. in.		Weight lbs.		Hair Color		Eye Color		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
<p><b>STATEMENT OF PARENT OR GUARDIAN:</b> 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.</p> <p>By submitting personal information about yourself and your minor child to DLSE in order to obtain an entertainment work permit for your child, you consent to DLSE's use of that personal information for purposes authorized by Labor Code § 1308.5 and 1308.10, which provide for the issuance of such permits. Note that DLSE's use of such personal information includes the disclosure of information about you and your minor child to third parties who want to verify a work permit.</p>													
Name of Parent or Guardian (print or type)						Signature				Daytime Phone Number			

**SCHOOL RECORD**

Circle whether "SATISFACTORY" or "UNSATISFACTORY" for each

Attendance		<b>Academics (Grades)</b>		<b>Health</b> – Please indicate if the minor requires medical approval to obtain a permit		
SATISFACTORY / UNSATISFACTORY		SATISFACTORY / UNSATISFACTORY		SATISFACTORY / NEEDS MEDICAL APPROVAL		
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.				[School Seal, Stamp, Address Stamp or Signed Letterhead] <b>REQUIRED</b>		
Authorized School Official, Signature and Title			Date			
School Address			School Phone Number			

**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) <b>he / she</b> 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					
<b>*PLEASE USE DOCTOR'S OFFICE STAMP ON APPLICATION TO ENSURE AUTHENTICITY.*</b>					

Information covering California's child labor laws applicable to the entertainment industry can be found at <http://www.dir.ca.gov/dlse/DLSE-CL.htm>.

## PROCEDURE FOR OBTAINING AN "ENTERTAINMENT PERMIT"

### NEW

- 1.) Application Form Obtain from any of the Division of Labor Standards Enforcement offices or from the website: [www.dir.ca.gov/dlse/DLSEform277.pdf](http://www.dir.ca.gov/dlse/DLSEform277.pdf)
- 2.) Parent/Guardian Complete all requested information on the front of the application. Please print and sign your name in original ink.
- 3.) School Record Information To be completely filled out by authorized school official in original ink for minors in grades 1 thru 12.

A PREADDRESSED, STAMPED ENVELOPE MUST ACCOMPANY THE APPLICATION

### REQUIREMENTS FOR NON-SCHOOL AGE CHILDREN (15 days through kindergarten)

A PHOTO COPY OF ONE OF THE FOLLOWING:

- 1.) Certified Birth Certificate
- 2.) Baptismal Certificate
- 3.) Official letter from hospital where born
- 4.) Passport

*Every infant under one month of age must have a certification from a licensed physician and surgeon who is Board Certified in pediatrics certifying that the infant is at least 15 days old, was carried to full term, and is physically able to endure the stresses of a television or movie set.*

### REQUIREMENTS FOR SCHOOL AGE CHILDREN (Grades 1 through 12)

#### PUBLIC / PRIVATE SCHOOL, ON-LINE / VIRTUAL ACADEMY AND OUT OF STATE RESIDENTS:

- When school is IN session, the application must be completed and dated during the current school session by an authorized school official.
- When school is NOT in session (i.e., school break, vacations, holidays), either the minor's recent report card or letter from the school principal on school letterhead indicating that the minor is "satisfactory" in all academic subjects, health and attendance is required.

#### HOMESCHOOLED:

- If minor is homeschooled, the application must be completed by the parent/guardian and attached to either a current private school affidavit, or written verification indicating that the minor is "satisfactory" in all academic subjects, health and attendance from either the local school district, county office of education or state board of education where the minor lives.

### RENEWAL

- 1.) Complete application form (all questions)
- 2.) Send a copy of the old permit with the application.
- 3.) Enclose a self addressed, stamped envelope for return.
- 4.) If school is not in session, see above instructions.
- 5.) If school is in session, have school official complete and sign the "school record" section of the application form for minors in grades 1 through 12.

**THERE IS NO FEE  
SOCIAL SECURITY NUMBER IS NOT REQUIRED  
APPLICATION CANNOT BE PROCESSED VIA FAX**

**DEPARTMENT OF INDUSTRIAL RELATIONS  
Division of Labor Standards Enforcement**