



# WORK PERMITS

**Once you have found a job**, you must bring in the following documents to room 112, in order to obtain a work permit. This is only required if you are 15 years old or younger. If you are 16 years old or older, you no longer require a permit.

- Letter from employer stating the type of work you will be doing as well as the number of hours you will be working.
- Letter from your parents/guardians stating that you have their permission to work.
- Birth Certificate
- Social Security Card
- Physical

Work permits will not be issued without these documents. Please turn in all documents at one time to Ms. Patricia Polk, room 112.