



Employing Children Under Age 14 in Non-agricultural Jobs

What is required in order to employ a child under the age of 14?

Only under very limited circumstances can children under 14 be employed to work.

Parents of a child under 14 who own the business are permitted to employ their children as long as the work activities are not on the list of prohibited duties. Parent-employers are required to follow the process described below before employing their child who is under 14.

Other employers who wish to hire a child under 14 may only do so as long as the business does not fall under the regulations of the federal U.S. Department of Labor (USDOL). A business is covered by federal law when:

- It has an annual gross volume of sales made or business done of more than \$500,000.
- It is a hospital, school or public entity.
- An employee is involved in sales or production of goods or services for interstate commerce, including the use of a credit card for sales transactions.

To determine if your business is covered by federal law, go to www.dol.gov/whd/regs/compliance/whdfs14.pdf, or call the USDOL at 206-398-8039 or toll free 1-866-487-9243.

You may also contact the child labor specialist at L&I for assistance, toll-free at 1-866-219-7321, or email to TeenSafety@Lni.wa.gov.

The requirements in this fact sheet do not apply to:

- Agricultural work or family farms.
- Theatrical work, including actors or performers in film, video, audio or theatrical productions.

How to get started:

Under Washington State law, **RCW 26.28.060**, these are the steps you must follow:

1. Obtain court permission to employ a child under the age of 14 from a Superior Court judge for the county in which the child lives. Check with the court regarding its procedures and filing fees.
Specific court information can be found at www.courts.wa.gov/court_dir/?fa=court_dir.countycityref.
2. Fill in the appropriate information on these two forms before submitting them to the court:
 - *Employer Petition to the Court for Minor Work Permit Under Age 14*
 - *Court Form Granting Permission for Employment of Minors*
3. Send L&I a copy of the signed court permission **and** a completed *Variance Application Form* **and** the *Parent/School Authorization Form*:
 - Mail: Employment Standards Program
Department of Labor & Industries
P.O. Box 44510
Olympia, WA 98504-4510
 - Email: TeenSafety@Lni.wa.gov
 - Fax: 360-902-5300
4. Obtain a Minor Work Permit endorsement on your Washington Business License by completing the application through the Department of Revenue's Business Licensing Services: <http://bls.dor.wa.gov/minorworkpermit.aspx>.

(Continued on reverse.)

A separate endorsement is required for each workplace location where you employ anyone under age 18, **and** must be posted so it can be easily seen.

Renew your minor work permit endorsements **each year**.

Contact the Department of Revenue's Business Licensing Services:

1-800-451-7985

BLS@dor.wa.gov

Approval from L&I

After you complete these steps, L&I will review your request. You will be notified regarding the decision to approve or deny your request.

Be sure you know the following requirements:

- Employers are required to pay any worker under the age of 16 at least 85 percent of the state's minimum wage (WAC 296-125-043, Minimum Wage – Minors).
- The prohibited duties and hours of work listed for children under the age of 16 apply. See www.TeenWorkers.Lni.wa.gov for complete information.
- Employers are required to carry workers' compensation insurance on all employees regardless of age.

Summary of Required Forms

Click on a document below or go to www.TeenWorkers.Lni.wa.gov and look under "Forms and Publications."

Employer Petition to the Court for Minor Work Permit Under Age 14 (F700-118-000)

Court Form Granting Permission for Employment of Minors (F700-119-000)

Variance Application Form (F700-076-000)

Parent School Authorization Form (F700-002-000)

For More Information

Online: www.TeenWorkers.Lni.wa.gov

Phone: 1-866-219-7321

Email: TeenSafety@Lni.wa.gov

Other formats for persons with disabilities are available on request. Call 1-800-547-8367. TDD users, call 360-902-5797. L&I is an equal opportunity employer.