



LETTER OF INTENT TO HIRE (NON-HAZARDOUS WORK)

_____ expect to give employment to _____
(Company Name) (Minor's Name)

as _____ for _____ on school days and not more than eight (8) hours on days
(Occupation) (Hours)
when school is not in session.

Company Name: _____

Company Address: _____

Company Town, State, Zip: _____

Company Telephone Number: _____

Employee Name: _____

Nature of Industry: _____

Minor's Occupation: _____

Hour Restrictions

1. When school is in session, children 14 and 15 years of age may work:
 - o Up to 3 hours per day;
 - o Up to 24 hours per week; and
 - o The combined hours of school and work may not exceed 8 hours per day.
2. When school is NOT in session (including summer vacations, holidays and weekends), children under the age of 16 may NOT work:
 - o More than 8 hours per day;
 - o More than 6 days per week; nor
 - o More than 48 hours per week.
3. Allowed hours of work are 7am to 7pm except between June 1st and Labor Day, when working hours may be extended to 9pm.
4. A scheduled meal period of at least 30 minutes shall be provided no later than the 5th consecutive hour of work.

Date: _____ Signature of Employer: _____