



### **Parental Acknowledgement of Minor's Duties & Employment Form:**

All employees under the age of 16, as of the date of hire, must complete the "Parental Acknowledgement of Minor's Duties & Employment Form." Your job title can be found on your employment contract or you may ask the executive staff member that hired you. Your parent or legal guardian must sign the form.

## PARENTAL ACKNOWLEDGEMENT OF MINOR'S DUTIES AND HOURS OF EMPLOYMENT

(Must be completed for minors under 16 years of age)\*

(This section to be completed by the employer.)

The undersigned parent or legal guardian of \_\_\_\_\_, age \_\_\_\_\_,  
(name of minor)

hereby acknowledges and understands that this minor's employment with

\_\_\_\_\_, commencing \_\_\_\_\_, will consist of the following duties and hours:  
(name of employer) (date)

(This section to be completed by the employer.)

Duties of minor (e.g., cashier, food service,  
lifeguard, sales clerk, etc.)

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( ☐ additional sheet(s) attached)

Hours of work:

Sunday	4:00	p.m.-	9:00	p.m.
Monday	9:00	a.m.-	8:00	p.m.
Tuesday	9:00	a.m.-	8:00	p.m.
Wednesday	9:00	a.m.-	8:00	p.m.
Thursday	9:00	a.m.-	8:00	p.m.
Friday	9:00	a.m.-	8:00	p.m.
Saturday	9:00	a.m.-	1:00	p.m.

Other/additional hours (include explanation):

Periodic Breaks throughout the day.

Summer Hours Only.

(To be signed by minor's parent or legal guardian.)

I hereby acknowledge that I understand the above duties and hours to be worked by the above-named minor for this employer and grant permission for this employment. This statement is made subject to the provisions of 18 Pa. C.S. § 4904 (relating to unsworn falsifications to authorities).

\_\_\_\_\_  
(Printed name of parent or legal guardian)

☐ Parent of \_\_\_\_\_  
☐ Legal guardian (Name of minor)

(Signature of parent or legal guardian)

(Date)

\* This form is required to be completed by the parent or legal guardian of a minor employee under 16 years of age pursuant to Section 8(a)(2)(ii) of the Child Labor Act, and the original copy must be kept by the employer at the workplace along with other records of the minor's employment required by Section 8(d).

*Auxiliary aids and services are available upon request to individuals with disabilities.  
Equal Opportunity Employer/Program*