



ARKANSAS DEPARTMENT OF LABOR AND LICENSING
DIVISION OF LABOR

900 W. CAPITOL • SUITE 400 • LITTLE ROCK, ARKANSAS 72201
Phone: 501-682-4500 Fax: 501-682-4506
Website: labor.arkansas.gov

Sarah Huckabee Sanders
Governor

Daryl E. Bassett
Secretary of Labor and Licensing

Ralph T. Hudson
Director, Division of Labor

85% MINIMUM WAGE APPLICATION FOR FULL-TIME STUDENTS

Check List:

- Completed application
Work Permit (required only if a minor under 16 years is employed in the Entertainment Industry)
Copy of birth certificate or state/federal issued ID
School verification of full-time student status

You should email all documents to AskLabor@Arkansas.gov. You may also mail the documents to the address above, fax, or email high-quality scans or photos.

Full name of student: _____

Place of Birth (City, County, and State): _____

Date of Birth: _____ Age: _____

Name of employer: _____

Industry of the employer: _____

Employer address: _____

Location address (if different from the Employer address): _____

Employer phone number: _____ Employer email: _____

Description of the work the student will perform.

- Will work be performed during the school year?
Will work be performed during school vacation?

Mark the days to be worked and list Start/End time of the shift. (Ex. 8am-4pm)
Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____ Saturday _____ Sunday _____

The undersigned intends to employ the above-mentioned minor in compliance with State and Federal laws and regulations.

Signature of Employer: _____

PERMITS WILL BE RETURNED BY EMAIL unless standard US mail is the only option for the employer. All work must comply with State and Federal regulations regarding minor employment. State regulations may be reviewed at labor.arkansas.gov and Federal regulations at youthrules.gov. If you have questions email them to AskLabor@Arkansas.gov