



# State of New Hampshire

Department of Labor

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## NH YOUTH EMPLOYMENT CERTIFICATE

EMPLOYER \_\_\_\_\_ EMPLOYER FEIN \_\_\_\_\_

ADDRESS \_\_\_\_\_

YOUTH NAME \_\_\_\_\_ AGE \_\_\_\_\_ DOB \_\_\_\_\_ SEX \_\_\_\_\_

JOB DESCRIPTION \_\_\_\_\_

Youth Signature \_\_\_\_\_ Date \_\_\_\_\_

### **Approval Section: Authorized school official OR Parent/Guardian**

Authorized School Official \_\_\_\_\_ School District \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

**OR Parent / Guardian (Only one signature is required by law for approval)**

Parent / Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Adequate health: Yes ☐ No ☐

**In the event of Revocation: Revocation Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

- No youth shall be employed or permitted to work without a certificate except for his/her parents, grandparents or guardian or at work defined in RSA 276-A as casual, or as farm labor.
- No youth under 12 years of age may be employed or permitted to work except for his/her parents, grandparents, or at work as defined in RSA 276-A as casual, or in the door-to-door delivery of newspapers.
- If a student does not continue to meet a satisfactory level of academic performance after the issuance of the certificate, the principals or schools or persons authorized by them may revoke the certificate.

### **HOURS**

- No youth under 16 years of age shall be employed or permitted to work earlier than 7 o'clock am or later than 9 o'clock pm, more than 3 hours per day on school days and 23 hours per week during school weeks, except that on non-school days he/she may be employed 8 hours per day and, during vacations, 48 hours per week.

### **PENALTIES**

- In addition to other penalties and remedies imposed under RSA 276-A, the commissioner shall assess a civil penalty on an employer with a minimum of \$100.00 per violation and a maximum of \$2,500.00 per violation.

### **FEDERAL LAW**

- This certificate is issued under New Hampshire state law. Federal wage & hour law (the Fair Labor Standards Act, "FLSA") also applies to most employers. For example, employers covered under the FLSA may not employ in non- agricultural employment any child who is under 14 years old. If you are in doubt as to whether you are an employer covered by the FLSA, or if you have any other questions about federal wage and hour law, contact the U.S. Department of Labor, Wage and Hour Division, 1155 Elm Street, Suite 501. Manchester NH 03101, TEL. 603-666-7716. A short fact sheet, covering some of these issues, is attached to this certificate for your convenience.

