

Instructions to Applicants for Newspaper Carrier Permits

Kenmore East High School
Enter through Door #16
Counseling Center 2nd Floor
350 Fries Rd.
Tonawanda, NY 14150

Permits will be issued during these hours: →	Sept 1 through June 30: 9:00 am – 3:00 pm	July 1 through August 31: 8:30 am – 2:30 pm
Bring with you:		
1. Completed application (as described below)		
2. Part III Certificate of Physical Fitness-signed by school official as described below		
3. Proof of age: birth or baptismal certificate; or a copy of school record showing proof of age		

Read carefully-Instructions for completing application for Newspaper Carrier Permit:

1. Complete Part 1, including signatures of applicant and parent or guardian. Social Security number is optional. If you wish to apply for a Social Security number, go to the local Social Security Office located at Century Mall, Amherst, NY; hours 9-3:45 daily.
2. For Part II, bring one of the following proofs of age with you to the issuing office:
 - Birth certificate
 - Baptismal certificate
 - A copy of school record showing proof of age
3. For Part III, have your physical fitness certified by ONE of the following:
 - By a signature on the application of the school nurse, counselor or principal if you participate in the regular physical education program in school. (evidence of active participation in physical education program shown on the latest progress report is acceptable.)

Or

 - By your own family physician
4. Disregard PART IV-for Child Model Permit Only-not required for Newspaper Carrier Permits.
5. After you have completed the above, secure your permit at the issuing office of the school district in which you live. The address is printed at the top of this page.

Note: Newspaper Carrier Permits can be used for any newspaper and are in effect until you turn 18 years of age. Newspaper Carrier Permits are legal documents to be guarded carefully.

THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
ALBANY, NY 12234

APPLICATION FOR EMPLOYMENT PERMIT

All signatures must be handwritten in ink, and applicant must appear in person before the certifying official.

PART I – Parental Consent – (To be completed by applicant and parent or guardian)

Date: _____

I, _____ Age _____ (Social Security Number) _____
(Signature of Applicant)

_____, apply for a certificate as checked below:
(home address including zip code)

- | | |
|--|--|
| <input type="checkbox"/> Newspaper Carrier Permit (See Part III below) | <input type="checkbox"/> Farmwork Permit |
| <input type="checkbox"/> Child Model Permit (See Part IV below) | <input type="checkbox"/> Farmwork Permit-Special |
| <input type="checkbox"/> Street Trades Permit | |

I hereby consent to the required medical examination and employment certification as indicated above.

Signature of Parent or Guardian

PART II-Evidence of Age – (To be completed by issuing official only)

_____ check evidence of age accepted-Document No. (if any) _____
(date of birth)

- | | | |
|--|--|---|
| <input type="checkbox"/> Birth Certificate | <input type="checkbox"/> School Record | <input type="checkbox"/> Other _____
(Specify) |
|--|--|---|

PART III-Certificate of Physical Fitness

Applicant shall present a certificate of physical fitness from a school or private physician. Said examination must have been given within 12 months prior to issuance of the employment permit. A physical fitness certificate is not required for the issuance of a Newspaper Carrier Permit if the applicant is qualified to participate in the school's physical education program. If not qualified to participate, a physician's permission is required. Is the applicant in the school's physical education program?

YES NO _____
(Signature of School Official)

PART IV- Schooling Record (To be completed by school official – Required for Child Model Permit)

I certify that the records of _____
(name of school) (address)

show that _____, whose date of birth is _____

is in grade _____.

(Signature of Principal or Designee)

Part V – Employment Certification

Permit Number: _____ Date Issued: _____

(Issuing Center) (Address) (Signature of Issuing Official)

THIS APPLICATION DOES NOT AUTHORIZE EMPLOYMENT

GENERAL INFORMATION

Types of Permits-

Newspaper Carrier Permit: Issued to a minor 11 to 18 years of age in the occupation of delivering , or selling and delivering newspapers, shopping papers, and periodicals to customers at their homes or places of business.

Child Model Work Permit: Issued to a minor under 18 years of age to engage in the occupation of a child model.

Farmwork Permit: Issued to a minor 14 or 15 years of age to engage in the occupation of farmwork.

Farmwork Permit-Special: Issued to a minor 12 or 13 years of age to engage in the occupation of hand harvesting of berries, fruits, and vegetables.

Street Trade Permit: Issued to a minor 14 to 18 years of age to engage in the street trades occupations of selling newspapers, shopping papers, and periodicals or work as a bootblack.

An employment permit may be used in an unlimited number of successive job placements in the specific occupation permitted by the particular type of permit, e.g., a newspaper carrier may work of one newspaper, leave employment and then work of another newspaper as a newspaper carrier.

An employment permit is valid for 2 years from the date of issuance, with the exception of a Child Model Permit and a Newspaper Carrier Permit. A Child Model Permit is valid for only 1 year. A newspaper Carrier Permit does not expire as long as the minor remains qualified to participate in the school's physical education program.

An employment permit is not transferable to another minor and must be carried on the minor's person while working.

PROHIBITED EMPLOYMENT

An employment permit may not be used for any type of employment other than the specific occupation for which the permit was issued.

HOURS OF EMPLOYMENT

Minors may not work during the hours they are required to attend school.

Minors employed as newspaper carriers may not work:

- A. After 7 p.m. or before 5 a.m.
- B. When school is in session:-more than 4 hours on a school day.
- C. When school is not in session:-more than 5 hours on any day.

Minors employed as child models may not work:

- A. Beyond the time and hour limitations for child models as specified in the regulations promulgated by the Commissioner of Education, (Commissioner's Regulation 190.2)

Minors employed as farmworkers may not work:

- A. After 7 p.m. or before 7 a.m. from June 21 to Labor Day, if they are 12 or 13 years of age, and not more than 4 hours on any day.
- B. There are no hours of regulations for farmworkers 14 years of age and over.

Minors engaged in street trades may not work:

- A. After 7 p.m. or before 6 a.m.
- B. When school is in session:-more than 4 hours on any school day.
- C. When school is not in session:-more than 5 hours on any day.

EDUCATION LAW, SECTION 3233

"Any person who knowingly makes a false statement in or in relation to any application made for an employment certificate or permit as to any matter required by this chapter to appear in any affidavit, record, transcript, certificate or permit therein provided for, is guilty of a misdemeanor."