

Entertainment Work Permits

Often, multiple entertainment work permits are submitted at one time for approval by the Department. These permits require additional staff time, and it is strongly recommended they be submitted no later than 24 hours prior to the minor(s) performing any work to ensure they will be approved timely.

Please be advised that effective March 1, 2014, the Alaska Wage and Hour Administration will only accept the revised (September 2013) *Entertainment Work Permit* form for consideration of approval for Alaskan minors working in the entertainment industry. This form is available online at: <http://labor.alaska.gov/lss/forms/workpermitent.pdf>. Please discard all other versions of this form. Thank you for your cooperation.

When submitting an entertainment work permit, please attach:

- Proof of age (i.e. birth certificate, government I.D. card, driver's license, baptism certificate, authenticated school records, tribal I.D., official court documents, military I.D., passport, state I.D.)
- Copy of Workers' Compensation Insurance certificate

Studio Teachers

There are times when a minor under the age of 16 must be supervised by an approved *studio teacher*. If the minor is 16 to 18 years of age, they may also require a studio teacher if it's required for their education. The Wage and Hour Administration can waive this requirement if the minor's safety and education are not at issue.

- One studio teacher must supervise each group of 10 or fewer minors from the age of birth to 16 years of age, except that on Saturdays, Sundays, holidays, or during school vacation periods, one studio teacher may supervise each group of 20 or fewer of those aged minors;
- Babies between the age of birth and six weeks must have a nurse and one studio teacher for each group of three or fewer babies;
- Infants from six weeks to six months must have one nurse and one studio teacher for each group of 10 or fewer infants;
- An exception to the studio teacher requirements exists for children employed at a fixed location where the employment does not interfere with schooling (8AAC 05.315(f), and
- The Wage and Hour Administration maintains a list of all current studio teachers.

Parents or Guardian

For minors under the age of 16, a parent or guardian's representative must accompany and remain with the child on the set or location. Parents or guardians must be allowed access to their child at all times.

A parent or "legal" guardian must sign the minor's **entertainment work permit**.

For further information please consult Pamphlet 200 at:

<http://www.labor.alaska.gov/lss/forms/pam200.pdf>

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