

Department of Energy, Labor & Economic Growth
Wage & Hour Division
P.O. Box 30476
Lansing, MI 48909-7976
517.335.0400
www.michigan.gov/wagehour

Before submitting an Application for Individual Hours Deviation, please read these instructions carefully! If the application is not completed as indicated in these instructions, it will be returned to you.

COMPLETE THIS APPLICATION IF:

1. Records will be maintained on the premises where the minor is employed certifying that work hours do not exceed 48 work and school combined, AND
2. A valid work permit issued by a public, charter or private school is obtained, AND
3. All minors at this establishment will be employed in compliance with the provisions of Act 90, PA 1978, the Youth Employment Standards Act, AND
4. Pay and time records will be maintained and made available for inspection by an authorized representative of the Michigan Department of Energy, Labor & Economic Growth, AND
5. No minor will be employed for more than six days in one week, work longer than a weekly average of eight hours per day, or work more than five consecutive hours without a 30 minute recorded rest period AND
6. Adult supervision is provided at all times.

COMPLETE THIS APPLICATION BY:

1. Entering the business name and telephone number, AND
2. Entering the corporate name, AND
3. Entering the business mailing address, AND
4. Entering the address where the minor will be working the deviated hours, AND
5. Entering **DETAILED** description of duties to be performed by minor, AND
6. Entering the deviated hours requested for the minor, AND
7. Entering the signature of the employer or representative, their title, AND
8. Entering the name of the employer or representative and date application signed AND
9. Entering the minor's first and last name, date of birth, last four digits of social security number, AND
10. Statement of School Attendance: **The school must complete this section or provide a copy of the work permit with the deviation application, AND**
11. Parent/Legal Guardian Permission Statement: **ONLY THE PARENT OR LEGAL GUARDIAN MAY COMPLETE THIS SECTION.**

INDIVIDUAL APPLICATION FOR HOURS DEVIATION FOR 16 AND 17 YEAR OLD MINORS

Michigan Department of Energy, Labor & Economic Growth
Wage & Hour Division
6546 Mercantile Way, Suite 5
P.O. Box 30476
Lansing, MI 48909-7976
Telephone: 517.335.0400
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FOR OFFICE USE ONLY

Approval Date: _____

Expiration Date: _____

Authority: Act 90, Public Acts of 1978 as amended

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

EMPLOYER INFORMATION

IMPORTANT: Deviation of hours cannot be granted unless this form is completed and returned for review and approval. If approved by the Department, the deviation is valid for the purpose indicated. An adult supervisor must be present during the period of time during which the minor works.

Business Name: _____ Telephone: _____

Corporate Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Detailed duties to be performed by minor: _____

Address where minor will work the deviated hours if approved by the Department:

Address: _____

City: _____ State: _____ Zip: _____ County: _____

- During the period the employee **attends school**, the business listed above requests approval to employ the named employee before the hour of 6:00 a.m. or after the hour of 10:30 p.m. as follows:

Sunday through Thursday: _____ Friday & Saturday: _____

- The business requests approval to employ the named employee, not attending school, during the following hours before 6:00 a.m. or after 11:00 p.m.: _____

Employee Information

Minor's Name (Please Print) _____

Date of Birth _____

Last Four Digits of Social Security Number _____

PLEASE COMPLETE OTHER SIDE

Statement Of School Attendance

NOTE: This section must be completed, or a copy of the minor's work permit attached to this form.

The above named minor attends school _____ hours per week.

Name and Address of School Attended by Minor

Signature of School Representative

Date

Parental/Legal Guardian Permission Statement

I give my permission for _____ to work the deviated hours indicated on this application.

Signature of Parent or Legal Guardian (Indicate One)

Date

Print or Type Name of Parent or Legal Guardian

Home Telephone Number

Work Telephone Number

Signature of Employer or Representative

Title

Print Name of Employer or Representative

Date Application Signed

By signing this form the employer certifies that all statements in this application are true and that:

1. Records will be maintained on the premises where the minor is employed, certifying that work hours do not exceed 48, and that combined school and work hours do not exceed 48 hours.
2. The employment of all minors at this establishment will comply with the provision of Act 90.
3. Records required by Act 90 will be maintained and made available for inspection by an authorized representative of the department.

Any minor employed under the provisions of this deviation shall not be employed:

1. For more than 6 days in one week.
2. For a period longer than a weekly average of 8 hours per day.
3. More than 10 hours in one day, or 48 hours in a week, school and work combined.
4. For more than 5 hours continuously without a 30 minute meal or rest break.
5. In violation of any Michigan Department of Energy, Labor & Economic Growth standard.

A Parent or Guardian may deny or revoke approval for the minor to work the deviated hours requested.

The Director or their representative of the Department of Energy, Labor & Economic Growth may deny or revoke a deviation when the employer is in violation of any standard of the Department, or modify a deviation to comply with a related state or federal standard.

An employer may request a hearing to review a modification or denial by submitting written notice to the department. Upon receipt of the written appeal, a hearing will be scheduled before an administrative law judge, providing the employer an opportunity to justify the deviation.

THIS APPROVAL DOES NOT APPLY IF FEDERAL LAW OR A MUNICIPAL ORDINANCE ESTABLISHES A MORE RESTRICTIVE HOURS STANDARD.