



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
 National Capital Region

**Working Child's Permit
 APPLICATION FORM**

**2 x 2 Size
 Photo**

PERSONAL DATA OF THE CHILD

Name of Child: _____
 (Last Name) (First Name) (M.I.)

Home Address: _____ Tel. No.: _____

Date of Birth: _____ Place of Birth: _____ Age: _____ Male Female

Education: In-school Out-of-school Pre-school Not applicable

Father: _____ Occupation: _____

Mother: _____ Occupation: _____

Guardian: _____ Occupation: _____

NATURE OF WORK

• For **public entertainment or information**

- Cinema Television Program Theater Radio Print Ads Print Materials
 Commercial (specify products or services to be endorsed) _____
 Public relations activities or campaigns Others, specify _____

• For **family undertakings**

The child works under the sole responsibility of parent guardian Family member other than parent, specify _____

Specify the child's activity or work _____

TERMS AND CONDITIONS OF EMPLOYMENT

Start of shoot date _____ End of shoot date _____

No. of hours of work/day _____ Role _____

Time of shoot _____ Location (pls. specify exact details) _____

Talent Fee _____

The following are provided to the child:

- comfortable workplace and adequate quarters adequate meals and snacks and sanitary eating facility
 break or rest periods in comfortable day beds or couches clean & separate dressing rooms & toilet facilities for boys and girls
 others, pls. specify _____ all the necessity assistance to ensure the adequate and immediate medical and dental attendance and treatment to an injured or sick child in case of emergency

DOCUMENTS SUBMITTED

FIRST APPLICATION

- Notarized WCP Application Form
 Birth Certificate or Certificate of late Registration of Birth
 Notarized Employment Contract
 Updated Medical Certificate (1month)
 Proof of schooling (any of the following)
 Certificate of Enrollment Current school I.D. Report card
 2 pcs. 2 x 2 ID Picture
 SEC / DTI / Mayor's Permit
 Valid I.D. of parent / guardian
 Application Fee

SECOND APPLICATION

- Original WCP card
 Notarized Application Form
 Notarized Employment Contract
 Updated Medical Certificate (1month)
 Proof of schooling (any of the following)
 Certificate of Enrollment Current school I.D. Report card
 2 pcs. 2 x 2 ID Picture
 Application Fee

If child is not enrolled, describe program for education, training and skills acquisition for the working child:

DATA ON EMPLOYER

Public entertainment or information / Family undertakings

- Producer Advertiser Ad Agency Talent Agent Talent Manager

Name of Establishment / Company: _____ Tel. No.: _____

Address: _____ Fax: _____ E-mail: _____

Business Permit No.: _____ Place Issued: _____ Valid Until: _____

SEC Reg. No.: _____ Date Issued: _____

I hereby certify that the information contained herein are true and correct to the best of my knowledge.

Printed name & signature of Employer

Date File

Printed name & Signature of Parent / Guardian