

NC Youth Work Permit/Youth Employment Certificate (YEC)

Application Process:

- You must have a firm job offer.
- The work permit should be approved before the youth begins work.
- [Click here](#) to complete the YEC. This process works best when completed at the employer's location (if not available,

How to Handle Completed Certificates:

- Completed and signed certificates must be given to the employer on or before the first day of work.
- The employer must verify the youth's age, proposed job duties and any restrictions noted on the certificate.
- The certificate must be maintained by the employer for two years after employment ends or until age 20, as appropriate.

Errors, Trouble Shooting, or Questions:

- Error messages or questions can be addressed by calling 1-800-NC-LABOR (1-800-625-2267) Monday through Friday.
- Pop-up blockers must be turned off.
- Adobe Acrobat Reader 7.0 or higher is required to display and print the YEC. If needed, the program can be downloaded by clicking this link:

