



Oregon

Bureau of Labor and Industries
Val Hoyle
Commissioner

July 17, 2020

MARSHA JOSSY
ADMINISTRATIVE SPECIALIST II
WAGE AND HOUR DIVISION
800 NE OREGON ST #1045
PORTLAND, OR 97232
971-673-0808

GREEN ACRES BEACH & TRAIL RIDES LLC
5985 PACIFIC AVE
PACIFIC CITY, OR 97135

Re: Child Labor: Employment Certificate for Minors
Ref: 20-1720

This office is responsible for the administration and enforcement of Oregon's wage and hour and child labor laws. We regularly receive information from various sources concerning possible violations of the statutes we enforce. Recently, we received information that indicates that your agency may be employing minors without a valid Employment Certificate for Minors.

Under Oregon law, employers are required to first obtain an annual employment certificate from the Bureau prior to employing minors ages 14 through 17 years. Oregon Revised Statute (ORS) 653.307 requires employers to obtain an Annual Employment Certificate. Our database shows that GREEN ACRES BEACH & TRAIL RIDES LLC has not applied for or received an employment certificate. The Bureau's primary objective is to bring your agency into compliance with Oregon's Child Labor laws.

Violation of the laws and rules governing the employment of minors is a very serious matter and could result in fines of up to \$1,000 for each violation. If you currently employ minors, your practices are in conflict with the law, and you must take immediate and proper steps to correct the situation. Please complete and return the enclosed application on or before **July 31, 2020**. Also enclosed is a return envelope and material regarding the employment of minors for your convenience. Failure to return the completed application by this date will result in an investigation by our compliance staff into this matter.

If you have any questions about this application you may contact the child labor unit at (971) 673-0836. If you have technical employer questions, you may contact the Technical Assistance for Employers Unit in Portland at (971) 673-0824.

Enclosure

WH-222A (Rev. 1/12)

Cc: GREEN ACRES BEACH & TRAIL RIDES LLC
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GREEN ACRES BEACH & TRAIL RIDES LLC
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PORTLAND
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Salem, OR 97305-1268
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EUGENE
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Eugene, OR 97401-7103
(541) 686-7623
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BEND
Apprenticeship and Training
Worksource Bend
1645 NE Forbes Rd, Ste 106
Bend, OR 97701-4990
(541) 322-2435
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MEDFORD
Apprenticeship and Training
119 N Oakdale Ave.
Medford, OR 97501-2629
(541) 776-6201
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Annual Employment Certificate Application

(For Minors 14 through 17 Years of Age)

An employer who hires minors must apply to the Bureau of Labor and Industries for an annual Employment Certificate **EACH YEAR**. Any changes to the information required by this application (including the locations where minors will be employed) must be reported within 15 days to the Bureau by submitting a Notice of Change to Annual Employment Certificate, Form WH-217.

If the application is properly completed and the employment activities listed comply with all laws and rules for the employment of minors, **a validated Employment Certificate will be issued to the employer**. Please forward a copy of the Employment Certificate to each of your business locations for posting. A copy of this certificate must be posted at each of your business locations.

An employer must retain the validated Employment Certificate during the period of time for which it is issued and ensure that it remains posted in a conspicuous place where all employees can readily read it.

If it appears that the proposed employment activities will violate any law or rule pertaining to the employment of minors, the application will be denied and returned to the employer. The employer may revise the duties in order to comply with the child labor law.

A Summary of Child Labor Laws is available on request as well as online at: <http://www.oregon.gov/boli/WHD/CLU/docs/childlaborlawsummary.pdf>. Your signature on the application will signify that you have reviewed the summary and that you agree to comply with the child labor laws. If minors are employed at multiple locations, a copy of the Summary of Child Labor Laws is required to be provided to the manager of each location where minors will be employed.

If you have questions on the application of child labor laws to your business, you may contact the Bureau of Labor and Industries Technical Assistance Unit in Portland at (971) 673-0824 for clarification.

An Employment Certificate Renewal Application will be sent to you approximately one month prior to the expiration date of your certificate.

**EMPLOYMENT OF MINORS IN VIOLATION OF OREGON LAW MAY RESULT IN
THE IMPOSITION OF SUBSTANTIAL PENALTIES.**