



**BUREAU OF LABOR AND INDUSTRIES**  
Wage and Hour Division

**NOTICE OF CHANGE**  
**(TO ANNUAL EMPLOYMENT CERTIFICATE)**

Business Name \_\_\_\_\_ Employer No. \_\_\_\_\_

Corporation Name (if any) \_\_\_\_\_ Telephone \_\_\_\_\_ Ext \_\_\_\_\_

Type of Business \_\_\_\_\_ Standard Industrial Code (if known) \_\_\_\_\_

Site Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ County \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ County \_\_\_\_\_

This application is submitted to report the following change in duties or location(s) previously authorized. (Include a description of any machinery or equipment to be used.)

Duties Added: 14/15 year old minors? Yes \_\_\_ No \_\_\_ 16/17 year old minors? Yes \_\_\_ No \_\_\_

Duties Removed:

Machinery or Equipment Added: 14/15 year old minors? Yes \_\_\_ No \_\_\_  
16/17 year old minors? Yes \_\_\_ No \_\_\_

Machinery or Equipment Removed:

Location(s) Added:

Other Change(s):

Effective Date of Changes \_\_\_\_\_

\_\_\_\_\_  
(Signature of Employer or Representative) Date \_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Employer or Representative) Telephone \_\_\_\_\_ Ext \_\_\_\_\_

**RETURN THIS NOTICE TO:**  
Bureau of Labor and Industries  
Child Labor Unit - Suite 1045  
800 NE Oregon Street  
Portland, Oregon 97232-2180  
Telephone: (971) 673-0836  
Fax: (971) 673-0769