

WEST VIRGINIA DIVISION OF LABOR

1900 Kanawha Boulevard East - State Capitol Complex – Building 3, Room 200 - Charleston, WV 25305

Email Address: WageandHour@wv.gov - Fax: 304.558.3797 - Telephone: 304.558.7890 - Website: labor.wv.gov



AGE CERTIFICATE FOR A SIXTEEN (16) OR SEVENTEEN (17) YEAR OLD MINOR

Authorized by W. Va. Code §21-6-5

SECTION A

Employer or Prospective Employer's Business Name and Address

Employer or Prospective Employer's Email Address and Phone #

for evidence of _____'s age. The minor's employer or prospective

Full Legal Name of Minor

employer is engaged in _____ and describes the minor's

Description of Employer's Business

work or intended work as: _____

Description of Minor's Work

PLEASE INCLUDE A COPY OF A CERTIFIED BIRTH CERTIFICATE

SECTION B - To Be Completed by the Commissioner of Labor or his or her Authorized Person

I have reviewed the Minor's Certified Birth Certificate or Certified Copy of the Birth Certificate as proof of the minor's age and I certify that _____ is _____ years old,

Full Legal Name of Minor

and was born on _____ in _____.

Date of Birth

Minor's Town or City and State of Birth

Full Legal Name of Minor

Signature of Minor

Minor's Complete Mailing Address

Commissioner of Labor or Authorized Person (Please Print)

Signature of Commissioner of Labor or Authorized Person

Date

A copy will be emailed to the Minor and the Minor's Employer.

The Original will be retained by the Division of Labor.

Effective July 11, 2025