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## STATE OF WASHINGTON

## DEPARTMENT OF LABOR AND INDUSTRIES

Employment Standards Program 901 N Monroe Street Ste#100 • Spokane, Washington 99201 Phone: (509) 324-2663 Fax: (509) 324-2618

December 2, 2013

Hat Trick, Inc. dba: Spokane Chiefs Hockey 700 W Mallon Ave Spokane WA 99201-2134

SUBJECT: Employment of Minors

Dear Employer:

The Department of Labor and Industries has received notification that your business may be in violation of the child labor rules under WAC 296-125, "Non-Agricultural Employment of Minors". A copy of these rules is enclosed. These regulations state your firm must have the following records when employing minors:

- · Current Minor Work Permit endorsement on your license to hire teens under 18 years of age.
- Fully completed parent/school authorization forms for each minor.
- Proof of minor's age. Examples include a copy of a birth certificate or driver's license, school ID
  or a witnessed statement of the parent or legal guardian.
- Minor's time cards
- Minor's work schedules

In order to verify or deny this allegation, it will be necessary for me to review copies of the documents itemized above for the period of September 2013 to Current. Please forward all the requested documentation to this office by <u>December 13, 2013</u>. These documents may be sent electronically or in hard copy. Every effort will be made to conduct this assignment expeditiously and with a minimum of inconvenience to you. If you have any questions, please contact me at 509-324-2663 or by email <u>kanm235@lni.wa.gov</u>.

Sincerely,

Kelly Kane

Industrial Relations Agent

509-324-2663

509-324-2618 fax

Kanm235@Ini.wa.gov