



Village of Broadview

A Balanced Community

2025 Summer Youth Work Program Checklist

Name _____ Date _____

EMPLOYMENT APPLICATION FORM

A completed and signed employment application form is required.

Birth Certificate

A copy of the Applicant's birth certificate is required.

FOR THOSE APPLICANT'S WHO ARE ADOPTED OR A WARD OF THE STATE, PLEASE PROVIDE LEGAL DOCUMENTATION FOR VERIFICATION.

Social Security Card

A signed copy of the Applicant's Social Security Card is required.

A Current Utility Bill

A copy of the Water, ComEd, or Nicor bills with your Parent's/Legal Guardian's name is required. **IF YOU DO NOT RECEIVE A WATER, ELECTRIC, OR GAS BILL, PLEASE PROVIDE A COPY OF YOUR CURRENT RENTAL LEASE.**

Work Permit (Ages 14-15 years old must have a work permit)

A copy of a completed and signed work permit by an authorized official at the local high school. You must provide an **original** Birth Certificate and a **signed** Social Security Card to your high school in order to obtain a work permit.

DOB _____

AGE _____

ALL DOCUMENTS MUST BE RETURNED NO LATER THAN FRIDAY, MAY 2, 2025, BY 5:00 P.M. TO BE CONSIDERED FOR THE 2025 SUMMER YOUTH WORK PROGRAM. NO EXCEPTIONS!

Interview Date _____ Called _____ Left Message _____ Emailed _____