Home Labor Law Workplace Safety Workers' Comp Self Insurance Apprenticeship Director's Office

Welcome

#### **Child Performer Services Permit Application Process**

Please follow the three steps below to obtain a CPS permit. You may want to review the <u>frequently asked questions</u> prior to starting the application process. Please note that licensed talent agents and certified studio teachers are <u>exempt from this requirement</u>.

- 1. Print and fill out the Request for Live Scan Services form and take it with you when you get fingerprinted. (You will need Adobe Acroba Reader to view and print the form.)
- Get fingerprinted at a <u>Live Scan location</u>. Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set for in <u>Title 28</u>. Code of Federal Regulations, Section 16.34.
- 3. Complete the permit application online
  - a. Create an online account. Click the "First time user" button to the right if this is your first time in the system. Otherwise, sign in with your user name and password.
  - b. Complete the online application. Be sure to save your application if you do not complete it in
    one sitting. (You will need information from your completed Request for Live Scan Services form
    to complete the permit application.)
  - c. Pay the fee online.\* There is a \$198 application fee for initial permit application and \$166 for permit renewal application. The fee is in addition to the cost for fingerprints.
  - d Submit the application online.

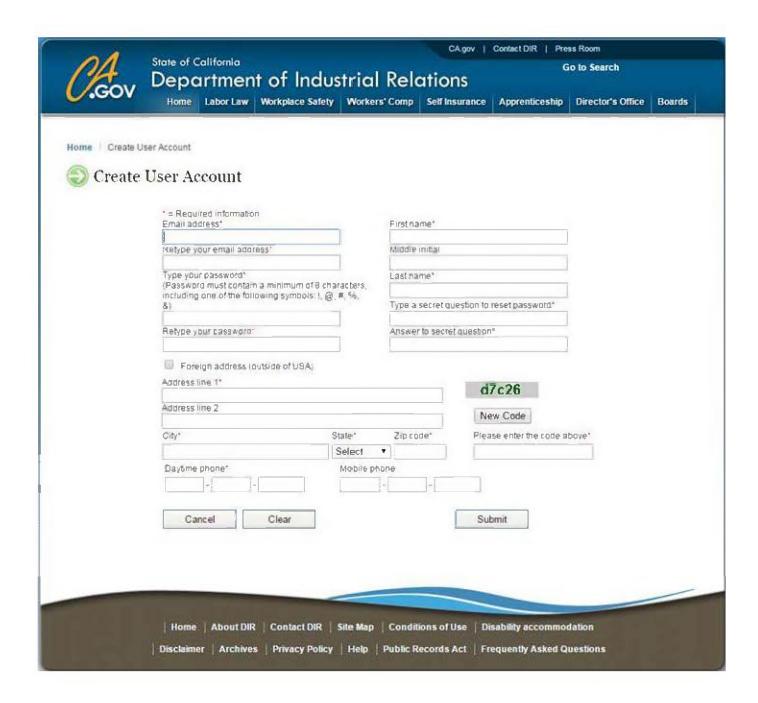
Please allow 45 days to process the application. The Labor Commissioner's Office will notify you of your permit status. If you have questions or concerns regarding the Child Performer Services permit, please contact us at <a href="mailto:CPSLicensing@dir.ca.gov">CPSLicensing@dir.ca.gov</a>.

### Search for a Child Performer Services Permit holder

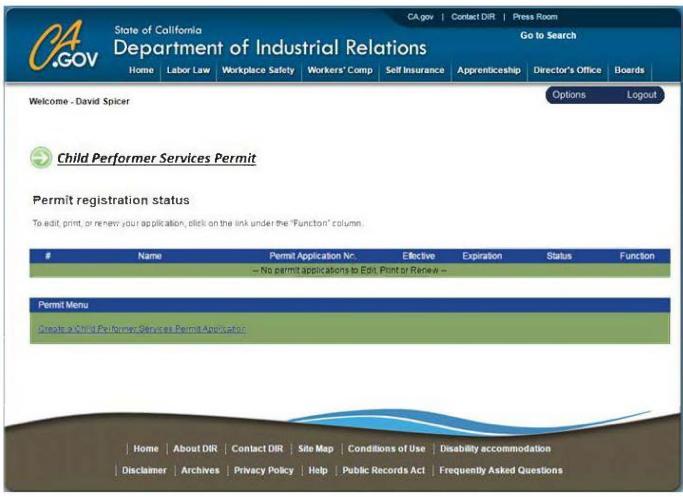
The Labor Commissioner's Office will maintain and regularly update this database. Interested parents, guardians, and employers should consult it on a regular basis. Please read Question 2 of the frequently asked questions to learn more about the database.

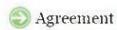


Boards









#### Notice and Consent to Use Personal Information (Civil Code Section 1798 et seq.);

By submitting personal information about yourself and your company in order to obtain a Child Performer Services. Permit, you consent to DLSE's use of that personal information for purposes authorized by Labor Code Section 1706, et seq. which governs the permit for Child Performer Services. Note that DLSE's use of such personal information includes the disclosure of identifying information about you and your company to third parties who want to verify your status as a Child Performer Services provider. DLSE is required to maintain a database of permit holders available on its website for the public to search. This database will show the following information; name of the permit holder, city and state, and the permit number and expiration date.

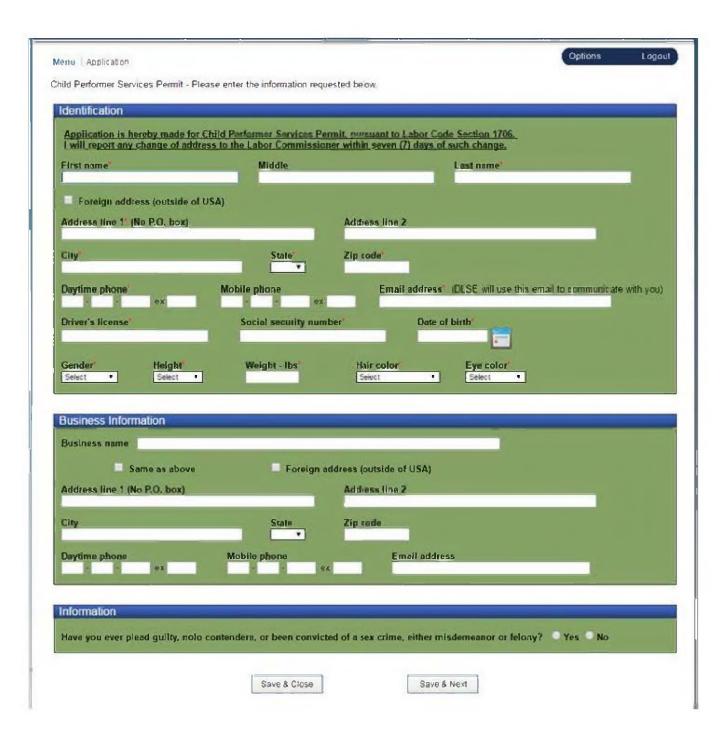
This Notice is effective 7/1/13 and is subject to revision.

Decline

Agree

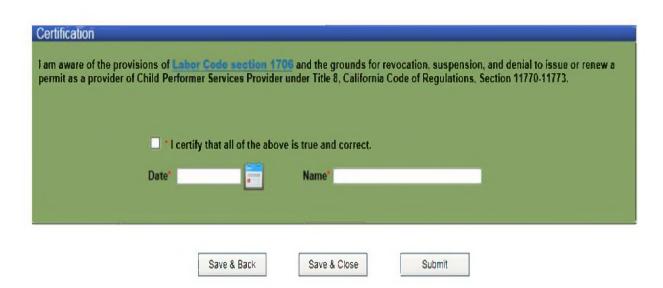
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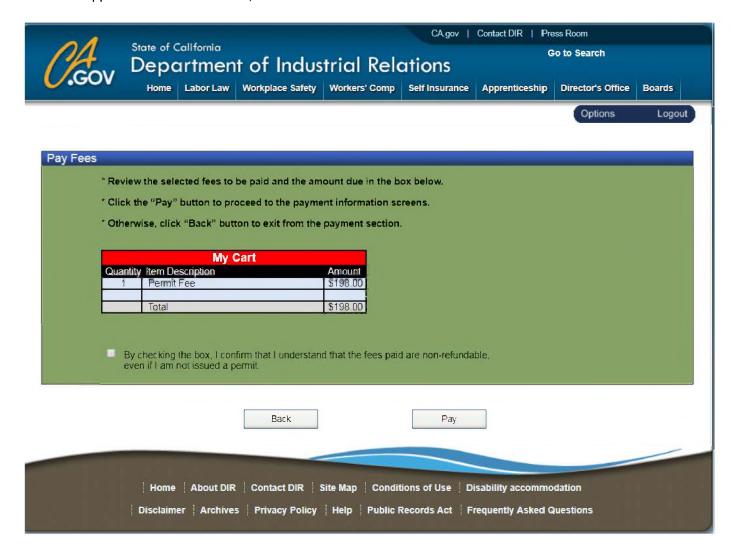


Photography	Photography for use as an artist, including, but not limited to, still photography, digital photography, and video film services.
Managing	Managing or directing the development or advancement of the artist's career as an artist.
Career counselling	Career counselling, career consulting, vocational guidance, aptitude testing, evaluation, or planning, in each case relating to the preparation of the artist for employment as an artist.
Public relations	Public relations services or publicity, or both, including arranging personal appearances, developing and distribution press packets, managing fan mail, designing and maintaining Internet Web sites, and consulting on media relation
Instruction	Instruction, evaluation, lessons, coaching, seminars, workshops, or similar training as an artist, including, but not limited to, acting, singing, dance, voice, or similar instruction services.
Camps	A camp for artists, which includes, but is not limited to, a day camp or overnight camp in which any portion of the camp includes any services described in this list.
Licensed talent agent	A person licensed as a talent agent as specified in <u>Chanter 4 of the Labor Code (commencing with Section 1701)</u> , or operating under the license of a talent agent.
Certified studio teacher	A studio teacher certified by the Labor Commissioner as defined in Section 11755 of Title 3 of the California Code of Regulations.

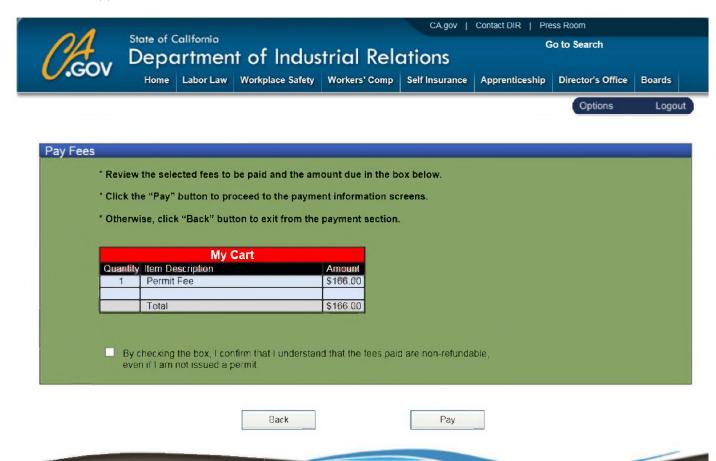
Once your live scan has been con	npleted please complete	the information below.	
Name of live scan operator	LSIS =	ATI number	Date completed



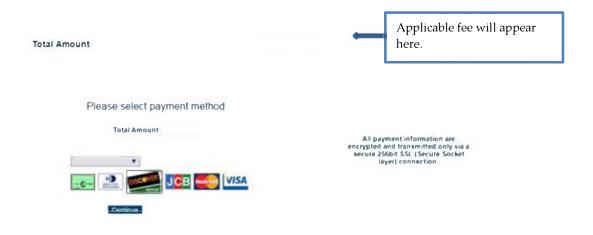
For initial application: Fees will show \$198.00



For renewal application: Fees will show \$166.00.

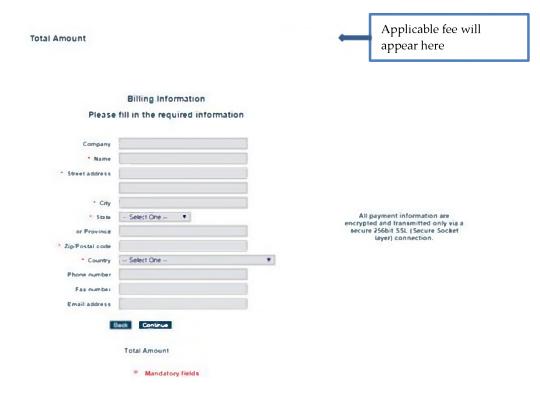


## **Department of Industrial Relations**



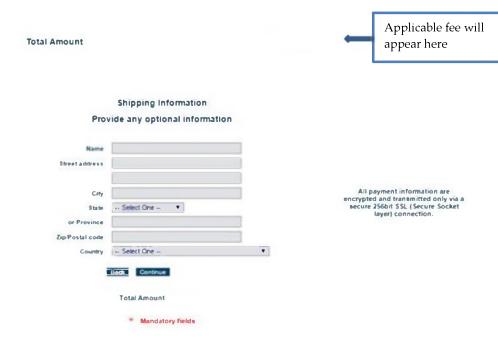
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# **Department of Industrial Relations**



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