

State by State Information for Camps - Regulations and Other Info

Alabama

Date Revised: 06/22/2009

Government Body:	Alabama State Board of Health - Bureau of Environmental Services - Division of Food, Milk and Lodging
License Required:	Yes
License Information:	Alabama State Board of Health
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Alabama Department of Public Safety Alabama Bureau of Investigation ATTN: Identification Unit PO Box 1511 Montgomery, AL 36102-1511 Alabama Criminal Background Checks Code \$25.00 fee for General Public
State Allows FBI Checks:	Yes FBI checks are only available for certain organizations that serve children. The Criminal History Information Consent and Release form can be downloaded from the Department of Human Resources Web Page. The cost is \$49. Web site
Driving Record Checks:	Driver Record request form is available online. Web site \$5.75
Sex Offender Registry:	Alabama Sex Offender Registry
Minimum Wage:	\$7.25* \$7.75 eff 1-1-2010
Coverage and Exemptions:	No specified state-level exemptions. Federal FLSA exemptions applies for those covered by Act.
Subminimum Wage:	No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.
Minimum Wage Source:	Alabama Department of Labor FAQ
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions.

Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements: Minors under age 16–30 minutes after each five hour shift.

Other Wages Source: [Code of Ala. §§25-8-38\(c\), 36-21-4, 36-21-4.1, 13A-12-1](#)

Additional Info:

** Federal minimum wage rate applies*

Alaska

Date Revised: 06/22/2009

Government Body: [Department of Health and Human Services - Department of Public Assistance](#)

[Municipality of Anchorage - Department of Health and Human Services](#)

License Required: Yes

License Information: In Anchorage, licensing is optional for ACA-accredited camps.

[Alaska Administrative Code](#)

[For the Municipality of Anchorage:](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: [Department of Public Safety
Criminal records and Identification Bureau
5700 E. Tudor Road
Anchorage, AK 99507
\(907\) 269-5767](#)

Name based, (non-fingerprint) state background check - \$20.
Fingerprint based state background check - \$35.
Fingerprint based state and national background check - \$59

State Allows FBI Checks: Yes

FBI checks are only available for certain organizations that serve children. Cost is \$59.

[Web site](#)

Driving Record Checks: An individual may request the record by mail, fax, or by going to any DMV and showing proper identification. Individuals may only obtain their personal record, unless they have a signed release to obtain a record for another person.

[Web site](#)

Cost is \$10.00

Sex Offender Registry: [Alaska Sex Offender Registry](#)

Minimum Wage:	\$7.25*
Coverage and Exemptions:	Federal, state, or local government employees; volunteers for nonprofit, religious, charitable, cemetery, or educational organizations; bona fide executives, administrators, and professionals (only if paid at least 2 times the state minimum wage for the first 40 consecutive hours of each work week); persons under age 18 working less than 30 hours a week; certain licensed guide-outfitters
Subminimum Wage:	Handicapped workers, learners, apprentices, and those in work therapy in certain residential drug or alcohol treatment programs lasting more than 120 days: less than state minimum permitted (with certificate issued by Labor Commissioner).
Minimum Wage Source:	Ak. Stat. §§23.10.055(a), 23.10.065, 23.10.070, 23.10.071
Overtime Pay Requirements:	1½ times regular rate after 8-hour day or 40-hour week (10-hour day, 4-day week if agreed to in a flexible work hour plan approved by labor department).
Exemptions:	Those employees exempt from the state minimum wage; employees of employers with less than 4 employees in the regular course of business;
Meal/Rest Period Requirments:	Minors under age 18 working 6 consecutive hours—at least 30 minutes after first 1½ hours and another 30 minutes before last hour worked. May be modified by collective bargaining agreement covering minors or by mutual employer/employee agreement. Does not apply to fishing industry and employees of a family member.
Other Wages Source:	Ak. Stat. §§23.10.055, 23.10.060, 23.10.350

Additional Info:

* Federal minimum wage rate applies

Arizona

Date Revised: 08/25/2009

Government Body:	Department of Public Health Services
License Required:	Yes
License Information:	Arizona State Legislature Revised Statutes Application for Licensing
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Arizona Department of Public Safety Revised Statutes for Criminal Background Checks, 41-1750 to 41-1758 \$65 for volunteers. \$69 all others

State Allows FBI Checks:	Yes To obtain an FBI check, follow the procedures required to obtain a State Check. Web site
Driving Record Checks:	Complete a Motor Vehicle Record Request form. The signature on the form must be notarized, or witnessed by a MVD agent. Web site \$3 for an uncertified 3 year driving record, \$5 for a certified 5 year driving record.
Sex Offender Registry:	Arizona Sex Offender Registry
Minimum Wage:	\$7.25* (increases annually for cost of living, rounded to nearest 5 cents, starting 1-1-08) Rate for minors under age 18 may be set by Labor Commission (varies by locality) if a substantial number of minors in an occupation are receiving oppressive and unr
Coverage and Exemptions:	Federal or state government employers; small businesses (less than \$500,000 in gross annual revenue and FLSA exempt).
Subminimum Wage:	A wage board may recommend rates for learners, apprentices, and handicapped workers at less than the minimum wage rate applicable to minors.
Minimum Wage Source:	http://www.ica.state.az.us/minimumWage/index.html
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.
Other Wages Source:	http://www.ica.state.az.us/minimumWage/index.html
Additional Info:	
	<i>* Federal minimum wage rate applies</i>

Arkansas

Date Revised: 01/11/2008

Government Body:	Department of Human Services - Division of Child Care and Early Childhood Education
License Required:	Yes
License Information:	(Licensing as a child care center.)

[Mimimum Guidelines](#)

[Licensing Application](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information:

[Arkansas State Police Identification Bureau](#)
1 State Police Plaza Dr
Little Rock, AR 72209

[Criminal Record Check Form](#)

\$22 per request
\$22 for mandated agencies
\$11 for volunteers

State Allows FBI Checks: No

Driving Record Checks:

An individual may obtain a copy of their record by either visiting the main office in Little Rock or any Arkansas revenue office. Revenue offices can only release driving records to the individual requesting the driving record.

[Web site](#)

The fee to obtain a copy of a drivers license record is either \$7.00 or \$10.00. A \$7.00 record is for an insurance type record (3 year) while a \$10.00 record is for employment and commercial drivers a

Sex Offender Registry:

[Arkansas Sex Offender Registry](#)

Minimum Wage:

\$7.25*

Coverage and Exemptions:

Employees for a nonprofit recreational or educational camp that operates for not more than 7 months per year; employees covered by FLSA; bona fide executives, administrators, and professionals; students who are working for the school, college, or university where enrolled and are regularly attending classes; federal, state or local government employees (except public schools and school districts); volunteers or non-employees for educational, charitable, religious or nonprofit organizations

Subminimum Wage:

Learners, apprentices, and certain handicapped workers with special license: less than state minimum permitted. Full-time students attending an accredited school and working not more than 20 hours a week (40 hours when school is not in session): at least 85% of minimum wage.

Minimum Wage Source:

[A.C.A. §§11-2-102\(1\)\(B\), 11-4-203, 11-4-210, 11-4-212, 11-4-214, 11-4-215](#)

Overtime Pay Requirements:

1½ times regular rate after 40-hour week.

Exemptions:

Those employees exempt from the FLSA or the state minimum wage, and agricultural employees.

Meal/Rest Period Requirments:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[A.C.A §11-4-211](#)

Additional Info:

** Federal minimum wage rate applies*

California

Date Revised: 06/22/2009

Government Body: [Department of Public Health - Environmental Services Branch](#)

License Required: Yes

License Information: Licensing is done by County Director of Health Services Standards - Standards could vary by county. Strongly encouraged to consider ACA standards.

[California Health and Safety](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Department of Justice Records Review Unit](#)
[PO Box 903417](#)
[Sacramento, CA 94203](#)
[\(914\) 227-3460](#)

[California Penal Code](#)

Costs vary.

State Allows FBI Checks: No

Driving Record Checks: An individual may obtain a copy of their driving record by filling out the Request for Record Information form. The form can be downloaded from the California DMV site.

[Web site](#)

The cost of an automated computer printout is \$5 and the cost to receive a photocopy or hardcopy of the record is \$20.

Sex Offender Registry: [California Sex Offender Registry](#)

Minimum Wage: \$8.00, eff. 1-1-08; state rate may not be less than federal rate); \$9.14 within San Francisco (applies to employees working at least 2 hours a week within the city)

Coverage and Exemptions: Covers all employees unless specifically exempt by state law or wage order; State law exemptions: certain organized camp employees (but see subminimum wage); individuals participating in certain national service programs

Subminimum Wage: Organized camp employees (includes students and camp or program counselors): at least 85% of minimum wage for a 40-hour week; if hours worked are less than 40 hours a week, at least 85% of minimum wage for each hour worked. State law: For occupations required to pay a minimum wage, Industrial Welfare Commission may issue special licenses to apprentices, learners, or handicapped workers and nonprofit organizations authorizing employment for a

fixed time at a subminimum rate (see also wage orders below).
Minors: less than minimum wage permitted under wage orders (see below); notwithstanding wage orders, minors who are high school graduates (or with equivalent education) must be paid adult rate if they are doing the same quantity and quality of work as adults in the same position unless variations of pay rates are (in good faith) based on differences in seniority, length of service, ability, skill, duties, shift or time of day worked, or hours of work. Wage orders: under all wage orders learners age 18 or older may be paid 85% of minimum wage for first 160 hours of employment. Minors: 85% of minimum wage rounded to nearest five cents provided number of minors employed does not exceed 25% of all employees (25% limitation not applicable during school vacations); minors age 16 and 17 enrolled in approved work-experience programs who work between 10:00 p.m. and 12:30 a.m. must be paid adult minimum wage (except under California Wage Orders 15-2001, Household Occupations); under California Wage Orders 8-2001 (Handling Products After Harvest) and 13-001 (Preparing Agricultural Products for Market on the Farm) minors must be paid adult minimum wage for all hours worked in any week that they work overtime.

Minimum Wage Source:

Cal. Lab. Code §§351, 510, 1171, 1182, 1182.4, 1182.11, 1186, 1191, 1191.5, 1192, 1391.2; California Wage Orders MW-2001, 1-2001 - 17-2001 (at www.dir.ca.gov/IWC/WageOrderIndustries.htm or call 415-703-5070); San Francisco Adm. Code, ch. 12R

Overtime Pay Requirements:

1½ times regular rate after 8-hour day or 40-hour week in most industries (state employees: 8-hour day/40-hour week or 4-day/40-hour week) and for 1st 8 hours worked on the 7th consecutive day in a workweek. Double time for hours beyond 12 in a day or after 8 hours on 7th consecutive day in a workweek.

Exemptions:

Stable employees if paid 1½ times the regular rate of pay for hours worked over 10 in a day or 56 in a week; certain hourly-paid computer software employees (earning at least \$49.77/hour); licensed physicians or surgeons who earn at least \$64.18/hour and are engaged in performing duties requiring a license (excludes medical interns or residents and physician employees covered by a collective bargaining agreement); nurse practitioners who are primarily engaged in performing duties for which their certification was required; employees of skiing establishments if paid 1½ times the regular rate for hours worked over 56 in a workweek during ski season.

Meal/Rest Period Requirements:

Meal period: 30 minutes after 5 work hours may be waived by mutual agreement if employee works no more than 6 hours per day. Additional 30 minutes if employee works more than 10 hours per day; may be waived by mutual agreement if total work hours do not exceed 12 and first meal period was not waived. Employee must be paid 1 extra hour of pay at regular rate for each workday a meal or rest period is not provided. Rest period: 10 minutes for every 4 hours worked (taken in middle of 4-hour shift), by wage order, for employees in: professional, technical, or clerical, mechanical, and related professions; public housekeeping; laundry, linen supply, dry cleaning, and dyeing; mercantile; product handling after harvest; transportation; amusement and recreation; broadcasting; motion pictures; preparing agricultural products for market or farm; agricultural and household industries; and shepherders. May be waived if work lasts less than 3½ hours.

Other Wages Source:

Cal. Lab. Code §§226.7, 510 – 515.6, 1171, 1030, 1182.6, 1186;

Additional Info:

* Federal minimum wage rate applies

Colorado

Date Revised: 09/15/2009

Government Body:	Department of Human Services, Division of Child Care
License Required:	Yes
License Information:	Colorado Revised Statutes
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	<p>Employees at Resident Camps over 18 must have a fingerprint background check if they are a Colorado Resident. Out-of-State staff employed less than 90 days are exempt but will change by 2008. Colorado Bureau of Investigation 690 Kipling Street Denver, CO 80215</p> <p>Agency Regulations regarding criminal background checks</p> <p>In state CBI check \$6.85 to \$13.00 FBI Check \$39.50</p> <p>OCCS Information on CBC: www.cdhs.state.co.us/childcare/cbc_home.htm</p>
State Allows FBI Checks:	Yes
Driving Record Checks:	<p>An individual can either obtain a copy of their record by going into a full service driver license office or they can send in a written request to the Department of Revenue.</p> <p>Web site</p> <p>\$2.20 for a non-certified driving record ; \$2.70 for a certified copy of a driving record</p>
Sex Offender Registry:	Colorado Sex Offender Registry
Minimum Wage:	\$7.28
Coverage and Exemptions:	<p>Covers Retail and Service, Commercial Support Service, Food and Beverage, and Health and Medical Service industries; Exemptions: professional, executive and administrative employees; teachers; supervisors; federal, state or local government employees; student employees in college clubs, fraternities, sororities, dormitories, and in a Work Experience Study Program</p>

Unemancipated minors and handicapped workers: 85% of minimum

Subminimum Wage:	wage (with certificate from Labor Director).
Minimum Wage Source:	http://www.coworkforce.com/LAB/wageorder25.pdf
Overtime Pay Requirements:	Minors: in emergencies (employer must keep record of emergencies), minors subject to the Colorado Youth Employment Opportunity Act may work more than 8 hours per day or 40 hours per week provided they are paid 1½ times regular rate for all hours worked over 8 in a 24-hour period or over 40 hours in a week, whichever is greater. Minors who have graduated from high school (or its equivalent) may work more than 8 hours a day at their regular rate, but not for more than 12 hours a day.
Exemptions:	Ski industry employees performing duties directly related to downhill ski and snowboarding operations and those employees engaged in providing food and beverage services at on-mountain locations are exempt from the 40-hour week overtime requirement. State employees may accumulate a maximum of 40 hours of overtime (60 hours of compensatory time off), but overtime in excess of 40 hours must be paid in cash.
Meal/Rest Period Requirments:	Meal period: 30 minutes when scheduled shift exceeds 5 hours. On-duty meal permitted only when nature of work requires it and is counted as time worked. Rest period: at least 10 minutes in the middle of each 4-hour shift.
Other Wages Source:	Colorado Minimum Wage Order No. 24

Additional Info:

** Federal minimum wage rate applies*

Connecticut

Date Revised: 08/11/2009

Government Body:	Department of Public Health, Division of Community Based Regulation
License Required:	Yes
License Information:	New Camp Licensure Renewal Camp Licensure Information: Regulations
Criminal Background Checks Required:	No
Criminal Background Checks Information:	State Police Bureau of Identification 1111 Country Club Road Middletown, CT 06457-9294 (860)-685-8480 Connecticut General Statutes: 29-529-17a \$25.00 fee No

State Allows FBI Checks:

Driving Record Checks:

Downloadable Request Forms are available through the DMW.

[Web site](#)

\$20

Sex Offender Registry:

[Connecticut Sex Offender Registry](#)

Minimum Wage:

\$8.00; rate must be 0.5% more than highest federal rate, rounded to nearest cent, whichever is greater.

Coverage and Exemptions:

Covers all employers, except industries covered by wage order or legislation, and all nonexempt employees (including apprentices and welfare recipients participating in a town work training or work readiness program); Exemptions: employees of camps or resorts open 6 or fewer months a year; employees of nonprofit theaters not operating more than 7 months a year; bona fide executives, administrators, and professionals; volunteers for an educational, charitable, religious, scientific, historical, literary, or nonprofit organization

Subminimum Wage:

At least 85% of minimum wage for: learners, apprentices, and minors under age 18 for the first 200 work hours (pay minimum wage thereafter), unless employed in an exempt institutional training program; minors ages 16 to 18 employed by the state or a political subdivision; and agricultural workers ages 14 to 18. 70% of minimum wage for minors age 14 to 18 in agriculture if employer had less than 8 workers at a time in previous calendar year. Subminimum rates for handicapped and disabled may be set by Commissioner under special licenses for a fixed period.

Minimum Wage Source:

[Conn. Gen. Stat. §§31-58\(f\), \(j\), 3158\(a\), 31-60\(b\), 31-67; Mandatory Orders: 1, 2A, 2B, 3A, 3B, 7A, 7B, 8; Regs. Conn. State Agencies §§31-60-2, 31-60-6](#)

Overtime Pay Requirements:

1½ times regular rate after 40-hour week

Exemptions:

Those employees exempt from the state minimum wage; certain drivers and their helpers; agricultural employees; any permanent paid members of municipal uniformed police force and firefighters

Meal/Rest Period Requirements:

Meal period: 30 minutes after first 2 hours and before last 2 hours during a shift of 7½ consecutive hours or more. Does not apply to professional employees certified by the state board of education and employed by a local school board to work directly with children. Exemptions may be granted by Labor Commissioner if (1) compliance would adversely affect public safety, (2) the duties of a position may be performed by only one employee, (3) the employer has less than 5 employees on a shift at a single place of business, or (4) the continuous nature of the employer's operations requires employees to be available to respond to urgent or unusual conditions at all times and they are compensated for break and meal periods.

Other Wages Source:

[Conn. Gen. Stat. §§31-51ii, 31-76c, 31-76h, 31-76i, 31-76j; Mandatory Orders 1, 2A & 2B, 3A & 3B, 7A & 7B, 8](#)

Additional Info:

Delaware

Date Revised: 08/04/2009

Government Body:	Department of Health and Social Services, Division of Public Health
License Required:	Yes
License Information:	Department of Health and Human Services Regulations
Criminal Background Checks Required:	No
Criminal Background Checks Information:	State Bureau of Identification P.O. Box 430 Dover, DE 19901 302-739-5901 Delaware Code: 11-85-1
State Allows FBI Checks:	No
Driving Record Checks:	An individual must complete a Personal Information Form from the DMV and either notarize it and mail to the DMV, or appear in person at any DMV office. Web site \$15
Sex Offender Registry:	Delaware Bureau of Special Investigations
Minimum Wage:	\$7.25 (\$7.15, eff. 1-1-08; increases to federal rate if federal rate rises above state rate)
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: persons under age 18 employed by a nonprofit organization as a junior counselor-in-training in a summer camp program; executive, administrative or professional employees; volunteers for educational, charitable, religious, or nonprofit organizations
Subminimum Wage:	Labor department can permit subminimum wage for learners, apprentices, and handicapped workers under special licenses.
Minimum Wage Source:	
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	Minors: 30 minute rest period for employees under age 18 working shift of more than 5 continuous hours. Meal period: 30 minutes if employee works 7½ hours or more (must be taken after first 2 hours

and before last 2 hours). Exemptions: professional employees certified by the state board of education and employed by a local school board to work directly with children. Secretary of Labor may grant exemptions if: compliance would adversely affect public safety, the duties of a position may be performed by only one employee, the employer has less than 5 employees on a shift at a single place of business, or the continuous nature of the employer's operations requires employees to be available to respond to urgent or unusual conditions at all times and they are compensated for break and meal periods.

Other Wages Source: [19 Del. C §§507 \(e\), 707](#)

Additional Info:

** Federal minimum wage rate applies*

District of Columbia

Date Revised: 08/11/2009

Government Body: [Department of Human Services](#)

License Required: No

License Information: [District of Columbia Public Care Systems Code](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Henry J. Daly Building](#)
[MPDC Headquarters](#)
[300 Indiana Avenue](#)
[NW, Room 3055, WA 20001](#)
[\(202\) 727-4245](#)

[Police Clearances](#)

\$7

State Allows FBI Checks: No

Driving Record Checks: Available through the DMV.

[Web site](#)

\$7 - \$13

Sex Offender Registry: [DC Sex Offender Registry](#)

Minimum Wage: \$8.25

Coverage and Exemptions: Covers all employees unless specifically exempt or covered by wage order; Exemptions: volunteers for educational, charitable, religious, or nonprofit organizations; lay officers of religious organizations if engaged in religious functions; bona fide executives, administrators, professionals, and outside salespeople as defined by FLSA

Subminimum Wage: Federal minimum wage may be paid to: newly hired learners age 18 or older (for no more than 90 days), students employed by institutions of higher education, and minors under age 18. Less than minimum wage permitted for handicapped workers under special certificates. Persons employed under the Job Training Partnership Act, Youth Employment Act, or Older Americans Act must be paid at rates required by those Acts.

Minimum Wage Source: [D.C. Code Ann. §§32-1003\(a\)\(2\), \(d\), \(f\), \(g\), 32-1004, 32-1006; CDCR 7-9-902.1, 7-7-902.4](#)

Overtime Pay Requirements: 1½ times regular rate after 40-hour week

Exemptions: Those employees exempt from the state minimum wage

Meal/Rest Period Requirments: No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source: [D.C. Code Ann. §§32-1002\(c\), \(d\), \(e\), – 32-1004; Code D.C. Regs. §7-905.1](#)

Additional Info:

** Federal minimum wage rate applies*

Florida

Date Revised: 02/01/2008

Government Body: [Department of Children and Families](#)

License Required: No

License Information: [Florida Statutes: Title XXX 409-175](#)

[Florida Administrative Code: Ch. 64E-15](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: However, an FBI Level check is required for Directors

[Florida Department of Law Enforcement
Criminal Justice Information Services/User Services Bureau
Attention: VECHS Unit
P.O. Box 1489
Tallahassee, Florida 32302](#)

[Florida Statute: Title XLVII 943.05](#)

Employees - State Checks \$23
Federal Check - Additional \$19.25-\$30.25
Volunteers- State Checks \$18
Federal Check - Additional \$15.25

State Allows FBI Checks: Yes

Approved organizations may conduct FBI checks on their employees and volunteers through the Volunteer & Employee

Criminal History System (VECHS) and the FDLE. Cost is \$42.25 - \$53.25 for each employee and \$33.25 for each volunteer. Turn around time is 10-20 days

[Web site](#)

Driving Record Checks:

Available through the Bureau of Records.

[Web site](#)

\$2.10 for 3 year record, \$3.10 for 7 year record

Sex Offender Registry:

[Florida Offender & Crime Databases](#)

Minimum Wage:

\$7.25*

Coverage and Exemptions:

Covers all employees covered by the federal minimum wage.

Subminimum Wage:

No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.

Minimum Wage Source:

[Fla. Const. Art. X, §24; Fla. Stat. §448.110\(3\), \(4\)\(a\)](#)

Overtime Pay Requirements:

No general provision. Extra pay for manual day laborers after 10 hours of work, unless written contract provides otherwise.

Exemptions:

No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements:

Meal period: 30 minutes for minors (age 17 or younger) after 4 hours of work. Exceptions: minors age 16 and 17 who are high school graduates; minors within the compulsory school attendance age limit who hold a valid certificate of exemption issued by the school superintendent; minors enrolled in a public school who qualify for a hardship exemption (such as for economic necessity or family emergency); and children in domestic service in private homes, and those employed by their parents

Other Wages Source:

[Fla. Stat. §§448.01, 450.081\(4\)-\(5\)](#)

Additional Info:

** Federal minimum wage rate applies*

Georgia

Date Revised: 08/14/2009

Government Body:

[Department of Human Resources](#)

License Required:

Yes

License Information:

Day Camps as a Child Care Center, unless accredited by the ACA. Therapeutic Camps must obtain License. All camps with food service must obtain food service permit.

[Child Care Center Regulations](#)

Exemption Information

[Outdoor Child Caring Programs
formerly Therapeutic Camps](#)

[Food Service](#)

Criminal Background Checks Required: Yes

**Criminal Background Checks
Information:**

Checks are required for Day Camps and Therapeutic Camps.
Checks are obtained from Local Sheriff's or Police Departments.

[Georgia Crime Information Center
CCH/Identification Services, Supervisor
PO Box 370748
Decatur, Georgia 30037-0748
404-244-2639](#)

[Georgia Statute: 35-3-34-2](#)

Fees vary up to \$20.00

State Allows FBI Checks:

No

Driving Record Checks:

Available through the Georgia Department of Driver Services

[Web site](#)

\$6 for 3 year record, \$8 for 7 year record

Sex Offender Registry:

[Georgia Sex Offender Registry](#)

Minimum Wage:

\$7.25(as of July 24, 2009)

Coverage and Exemptions:

Covers all nonexempt employers and employees; Exemptions: employers with 5 employees or less; with annual sales of \$40,000 or less; high school and college students; tipped employees; and employees of nonprofit child-care institutions or long-term care facilities serving children or mentally disabled adults if the employee resides in the facility, receives free board and lodging, and is paid at least \$10,000 a year.

Subminimum Wage:

Disabled and other disadvantaged workers may be paid less than minimum wage only if labor commissioner grants an exemption.

Minimum Wage Source:

[O.C.G.A. §§34-4-3, 34-4-4\(a\)](#)

Overtime Pay Requirements:

No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.

Exemptions:

No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[Not available](#)

Additional Info:

* Federal minimum wage rate applies

Hawaii

Date Revised: 08/04/2009

Government Body:	Hawaii Department of Health – Only camps with food service Department of Human Services - For camps serving elementary school aged children
License Required:	Yes
License Information:	As an after school child care program- only camps that serve elementary school aged children Food Establishment and Swimming Pool Guidelines Child Care Regulations
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	Yes- only camps that serve elementary school children. Kekuanao'a Building Criminal Justice Data Center 465 S. King St, Room 101 Honolulu, HI 96813 (808) 587-3100 Form Available at: \$20 for name search; \$20 fingerprint.
State Allows FBI Checks:	No
Driving Record Checks:	An individual can mail in a Traffic Abstract request by submitting the individual's name, date of birth and drivers license number to the Traffic Violations Bureau in Honolulu. Traffic Abstracts are also available at most District Courts. Web site \$7
Sex Offender Registry:	Hawaii Sex Offender Registry
Minimum Wage:	\$7.25
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: certain seasonal youth camp staff members; employees subject to FLSA; employees with guaranteed pay of at least \$2,000 a month (whether paid weekly, biweekly or monthly); relatives of the employer; bona fide executive, administrative, supervisory or professional employees

Subminimum wage rates may be issued by Labor Director under

Subminimum Wage: special certificates for a fixed time for: learners; apprentices; students working part-time and attending schools other than colleges, universities, business or technical schools; wards paroled from state youth correctional facilities; handicapped and disabled workers.

Minimum Wage Source: [H.R.S. §§387-1, 387-2, 387-9\(a\)](#)

Overtime Pay Requirements: 1½ times regular rate after 40-hour week

Exemptions: Those employees exempt from the state minimum wage

Meal/Rest Period Requirments: 30-minute meal or rest period for minors age 14 to under age 16 if working 5 continuous hours.

Other Wages Source: [H.R.S. §§387-1, 387-3\(a\), \(e\), \(g\), 390-2\(c\)\(3\)](#)

Additional Info:

** Federal minimum wage rate applies*

Idaho

Date Revised: 08/04/2009

Government Body: [Idaho Department of Health and Welfare](#)

[Division of Building Safety](#)

License Required: Yes

License Information: No if care for any one child is less than 9 weeks in one year. Yes if longer than 9 weeks, under Residential Care Facility License.

[Idaho Board of Public Health and Welfare](#)

[Title 39 Chapter 12 of Iowa Statutes](#)

[General Safety and Health Standards \(DBS\)](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Bureau of Criminal Identification](#)
[PO Box 700](#)
[Meridian ID 83680-0700](#)
[208-884-7130](#)

[Idaho Statutes 67-3008](#)

\$10 Fingerprint Check
\$10 Name Check

State Allows FBI Checks: No

Driving Record Checks: Available through the Idaho Transportation Department.

[Web site](#)

\$4.00, certification of the record additional \$8.00

Sex Offender Registry:

[Idaho Sex Offender Registry](#)

Minimum Wage:

\$7.25*

Coverage and Exemptions:

Covers all employees unless specifically exempt; Exemptions: seasonal employees of nonprofit camping programs; federal government or state or political subdivision employees; bona fide executives, administrators, or professionals; children under age 16 working part-time or at odd jobs for up to 4 hours a day with any one employer

Subminimum Wage:

\$4.25/hour for workers under age 20 for the first 90 consecutive calendar days of employment. Less than minimum wage permitted under special license from labor director setting rate, time, and work conditions for the disabled, apprentices, and learners (includes secondary school students in work-training programs).

Minimum Wage Source:

[Id. Code §§44-1502 - 44-1506](#)

Overtime Pay Requirements:

No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.

Exemptions:

No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[Not available](#)

Additional Info:

** Federal minimum wage rate applies*

Illinois

Date Revised: 07/14/2009

Government Body:

[Dept. of Public Health- Division of Environmental Health](#)

License Required:

Yes

License Information:

[210 ILCS 100, Youth Camp Act, Chapter 11 ½ par. 549.1 and 77 Ill. Adm. Code 810, Youth Camp Code](#)

Criminal Background Checks Required: No

Criminal Background Checks Information:

[Illinois State Police](#)
[Bureau of Identification](#)
Request Contact Forms at:
[260 North Chicago Street](#)
[Joliet, Illinois 60431-1060](#)
[\(815\)740-5216](#)

[Illinois Statutes 20 ILCS 2630](#)

Fingerprint Search-\$20
Non-Fingerprint Search- \$16

State Allows FBI Checks:

No

Driving Record Checks:

An individual can request a driving record in person at a Driver Services Facility or by writing the Secretary of State in Springfield.

[Web site](#)

\$12

Sex Offender Registry:

[Illinois Sex Offender Registry](#)

Minimum Wage:

\$8.00, eff. 7-1-09; \$8.25, eff. 7-1-10

Coverage and Exemptions:

Covers employers with 4 or more nonexempt employees, excluding the employer's family; Exemptions: certain camp counselors; members of religious organizations;

Subminimum Wage:

\$6.50/hour for adults age 18 or older for first 90 calendar days of employment (\$.50 cents less than minimum wage; \$7.50, eff. 7-1-09; \$7.75, eff. 7-1-10). \$6.00/hour for minors under age 18 (\$.50 cents less than minimum wage; \$7.50, eff. 7-1-09; \$7.75, eff. 7-1-10). \$4.55/hour for learners age 18 or older for up to 6 months (70% of minimum wage). Less than minimum wage permitted for handicapped, disabled, or elderly employees with special license; full minimum wage required if individual's production level equals that of nondisadvantaged employees.

Minimum Wage Source:

[820 ILCS §§105/2-105/6](#)

Overtime Pay Requirements:

1½ times regular rate after 40-hour week.

Exemptions:

Agricultural workers; public sector employees who are FLSA-exempt; bona fide executive, administrative, or professional employees as defined by the FLSA (nonprofit corporations may adopt a lower rate standard than federal law for these employees); those employed instead of another under a worktime exchange agreement between employees; certain employees of nonprofit educational or residential child care institutions

Meal/Rest Period Requirements:

Meal period: 20 minutes taken during first 5 hours of scheduled shifts of 7½ or more consecutive hours, unless collective bargaining agreement provides otherwise; excludes employees who monitor individuals with developmental disabilities or mental illnesses, or both, who, in the course of such work, are required to be on call during an entire 8 hour work period (but such employees must be allowed to eat a meal during the 8-hour work period while continuing to monitor those individuals). Minors under age 16: 30-minute meal period if scheduled to work for 5 continuous hours.

Other Wages Source:

[820 ILCS §§105/4a, 140/3, 140/3.1, 205/4](#)

Additional Info:

** Federal minimum wage rate applies*

Indiana

Date Revised: 11/11/2009

Government Body:	Indiana State Department of Health
License Required:	Yes
License Information:	Residential camps only Department of Health, Administrative Rule: 410 IAC 6-7.2
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Indiana Government Center 100 N. Senate Avenue, Room N302 Indianapolis, Indiana 46204 Felonies and class A misdemeanors. Indiana Code IC 10-13-3 Up to \$16.32 per search.
State Allows FBI Checks:	No
Driving Record Checks:	Web site \$7.50 as of 7/9/09
Sex Offender Registry:	Indiana Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers all employers of 2 or more nonexempt employees during a workweek, (also includes the state and other governmental agencies or political subdivisions); Exemptions: employees of camping; recreational, or guidance facilities run by a charitable religious or educational nonprofit organization; employers covered by FLSA; employers with only one employee during any workweek; employees under age 16; certain members of religious orders; volunteers for religious or charitable organizations; students working for schools where enrolled and attending; certain executive, administrative, or professional employees; persons not employed for more than 4 weeks in any 4 consecutive 3-month periods
Subminimum Wage:	At least \$4.25/hour for workers under age 20 for the first 90 consecutive calendar days of employment.
Minimum Wage Source:	Ind. Code Ann. §§22-2-2-3, 22-2-2-4(c), (g), (h), (i)
Overtime Pay Requirements:	1½ times regular rate after 40-hour week.
Exemptions:	Those employees exempt from the state minimum wage; certain piece rate workers and certain workers who perform two or more types of work; employees who agree to receive 1½ times a set basic rate which is substantially equivalent to the average hourly

earnings of the employee over a representative period

Meal/Rest Period Requirements:

No general provision. Minors under age 18: one or two rest periods totaling at least 30 minutes during shift lasting 6 or more hours

Other Wages Source:

[Ind. Code Ann. §§20-33-3-30, 22-2-2-3, 22-2-2-4\(j\)-\(v\)](#)

Additional Info:

** Federal minimum wage rate applies*

Iowa

Date Revised: 11/11/2009

Government Body:

[Department of Human Services](#)

[Department of Health- Camps with Food Service](#)

License Required:

Yes

License Information:

Nationally accredited camps exempt from licensure. Food Establishment Permit Required

[Administrative Code: IAC 441-109.1\(237A\)](#)

[Child Care Manual](#)

[Licensing Standards and Procedures](#)

[Summer Camp Food Regulation](#)

Criminal Background Checks Required:

No

Criminal Background Checks Information:

Checks may be performed intermittently by the agency (DHS)

[Iowa Records and Identification Bureau](#)
215 East 7th Street
Des Moines, Iowa 50319
515-725-6066

[Iowa Administrative Code: 661-25](#)

\$13, \$15 (if by fax) – employee search
\$5- volunteer search

*Only fingerprinted arrests included in search

State Allows FBI Checks:

Yes

Checks are only done for qualified organizations. Cost - \$30.25 for employees, \$15.25 for volunteers in addition to the state fee of \$13 for employees and \$5 for volunteers. Results are returned within 15 days.

[Web site](#)

Driving Record Checks:

Available through the Officer of Driver Services.

[Web site](#)

\$5.50

Sex Offender Registry: [Iowa Sex Offender Registry](#)

Minimum Wage: \$7.25*

Coverage and Exemptions: Covers all employees covered by FLSA; Exemptions: FLSA-exempt employers (exception—enterprise exemption applies only to an enterprise made up of one or more retail or service establishments whose annual gross volume of sales made or business done is less than \$250,000, excluding excise taxes)

Subminimum Wage: At least \$4.25/hour (\$5.30, eff. 4-1-07; \$6.35, eff. 1-1-08) until the employee completes 90 calendar days of service. Employees terminated after completing the 90- day period and rehired within 3 years must be paid full minimum wage. Other subminimum rates may be paid under special certificates to learners, apprentices (at least age 16), student-learners (not less than 75% of minimum wage), full-time students (at least 85% of minimum wage), handicapped workers/trainees (may be less than 50% of minimum wage if severely handicapped, but not less than 25% if multi-handicapped).

Minimum Wage Source: [Iowa Code §§91D.1; 875 Iowa Adm. Code 215.1\(91D\), 215.2\(91D\), 216.30\(91D\), 217.59\(91D\)](#)

Overtime Pay Requirements: No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.

Exemptions: No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements: No general provision. Minors: 30 minute rest period for employees under age 16 working shift of 5 or more hours.

Other Wages Source: [Iowa Code §92.7](#)

Additional Info:

** Federal minimum wage rate applies*

Kansas

Date Revised: 07/28/2009

Government Body: [Dept. of Health and Environment](#)

License Required: Yes

License Information: [Administrative Regulation: 28-4-576 through 596](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: For any staff, substitute or volunteer

[Bureau of Investigation](#)

Attn: Criminal History Records Section
1620 SW Tyler
Topeka, KS 66612-1837
1-800-452-6727

Kansas Administrative Code: 22-4701

Name Based Checks - \$20.00
Fingerprint Checks- \$29.75
Qualified agencies dealing with children, the elderly or disabled clientele - \$19.75

State Allows FBI Checks:	No
Driving Record Checks:	A request form is available online. Web site Between \$6.00 - \$10.00
Sex Offender Registry:	Kansas Sex Offender Registry
Minimum Wage:	\$2.65
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: employees covered by FLSA; bona fide executives, administrators, and professionals; volunteers for nonprofit organizations; parttime or occasional employees under age 18
Subminimum Wage:	For learners and apprentices: 80% of state minimum wage when hired, 90% after 2 months, full minimum wage after 3 months (with permit from Secretary of Human Resources); number of apprentices or learners hired at one time may not exceed 1 worker for each 5 regular employees, and they may not work on a parttime or occasional basis for less than 40 hours/week. At least 85% of state minimum wage for handicapped and patient laborers at state institutions or hospitals (with 1-year permit from Secretary).
Minimum Wage Source:	K.S.A. §44-1202(d), (e), (h), 44-1203; Kan. Adm. Reg. §§49-30-1, 49-31-5
Overtime Pay Requirements:	1½ times regular rate after 46-hour week.
Exemptions:	Those employees exempt from the state minimum wage
Meal/Rest Period Requirments:	No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.
Other Wages Source:	K.S.A. §§44-1202(d), (e), (h), 44-1204; Kan. Adm. Reg. §§49-30-1, 49-30-4, 49-31-6

Additional Info:

* Federal minimum wage rate applies

Government Body:	Dept. for Public Health, Protection & Safety
License Required:	Yes
License Information:	Administrative Regulation: 10:040
Criminal Background Checks Required:	No
Criminal Background Checks Information:	<p>Kentucky State Police Criminal Records Dissemination Branch 1250 Louisville Road Frankfort, KY 40601 (502) 227-2221</p> <p>Kentucky Revised Statutes</p> <p>\$20.00 each check</p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>A request form is available online.</p> <p>Web site</p> <p>\$3.00 \$5.00 if accessing electronically</p>
Sex Offender Registry:	Kentucky Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: employees of legislative research commissions, state police, judicial support agencies, courts, or the state; employees of an organized nonprofit camp, religious, or nonprofit educational conference center that does not operate more than 7 months in a calendar year; bona fide executives, administrators, and professionals (includes computer-related professionals);
Subminimum Wage:	Learners, apprentices, the disabled, sheltered workshop employees, and students may be paid less than the minimum wage for a fixed period under certificates issued by the labor commissioner.
Minimum Wage Source:	K.R.S. §§337.010(2)(a), 337.065, 337.275
Overtime Pay Requirements:	1½ times regular rate after 40-hour week. Covered employees who work 7 days in one week must be paid 1½ times the regular rate for work done on the 7th day.
Exemptions:	Those employees exempt from the state minimum wage; Exemptions to 7th day requirement: those who cannot work more than 40 hours a week (employers may credit overtime paid under other laws or by contract against 7th day of overtime); those whose duties are mainly limited to directing or supervising other employees; those operating boats or other water transportation; and certain nurses.
	Meal period: reasonable amount of time taken within 3-5 hours after

Meal/Rest Period Requirements: start of shift; at least 30 minutes for minors under age 18 if working at least 5 hours. Rest period: 10 minutes for every 4 hours worked (in addition to regularly scheduled meal period).

Other Wages Source: [K.R.S. §§337.010\(2\)\(a\),337.050, 337.285, 337.355, 337.365, 339.270](#)

Additional Info:

** Federal minimum wage rate applies*

Louisiana

Date Revised: 09/28/2009

Government Body: [Department of Health and Hospitals- Environmental Health Sanitarian Services](#)

License Required: Yes

License Information: [Sanitary Code](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Bureau of Criminal ID & Information](#)
[P.O. Box 66614, #A-6](#)
[Baton Rouge, LA 70896](#)
[\(225\) 925-6095](#)

[Louisiana Revised Statutes](#)

State Allows FBI Checks: Yes

An individual must fill out the Background Check Authorization and CPA Disclosure forms available from the contact agency. The cost is \$26.00. For FBI processing, where authorized and required, an additional \$19.25 fee.
Results are returned within 6 – 8 weeks.

[Web site](#)

Driving Record Checks: A request form is available online.

[Web site](#)

\$17

Sex Offender Registry: [Louisiana Sex Offender Registry](#)

Minimum Wage: Federal rate of \$7.25 per hour applies to employees covered by the Fair Labor Standards Act (FLSA)

Coverage and Exemptions: No specified state-level exemptions. Federal FLSA exemptions applies for those covered by Act.

Subminimum Wage: No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.

Minimum Wage Source: [Not available](#)

Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	Meal period: minors—30 minutes during each 5-hour work period
Other Wages Source:	La. R.S. 23:213, 23:486
Additional Info:	

* Federal minimum wage rate applies

Maine

Date Revised: 07/28/2009

Government Body:	Division of Health Engineering, Eating & Lodging
License Required:	Yes
License Information:	Agency Rule: 10-144 Chapter 208
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Bureau of Identification State House Station 42 Augusta, ME 04330 (207) 624-7240 Revised Statutes: 16-2-6-600 \$31.00 per check \$21.00 for inforME subscribers in state of ME
State Allows FBI Checks:	No
Driving Record Checks:	Available through the Bureau of Motor Vehicles Web site \$7 for 3 year record \$12 for 10 year record
Sex Offender Registry:	Maine Sex Offender Registry
Minimum Wage:	\$7.25 (\$7.50 as of 10/01/2009)
Coverage and Exemptions:	Covers all nonexempt employees, including nursing home and hospital employees and public employees (except elected or appointed officials and firefighters); Exemptions: counselors in children's summer camps and other such camp employees under age 19 who are regularly enrolled in school or on vacation and employed by corporations without capital stock; employees of public

or educational nonprofit organizations; bona fide executives, administrators, and professionals paid at least \$175 a week.

Subminimum Wage: Less than state minimum wage permitted for learners, apprentices, and handicapped workers for a limited time period with a special certificate from Director of Labor.

Minimum Wage Source: [26 M.R.S.A. §§663, 664\(1\), \(2\), 666, 667](#)

Overtime Pay Requirements: 1½ times regular rate after 40-hour week. Employers may not require employees to work more than 80 overtime hours over 14 consecutive days (i.e., no more than 160 hours in a 2-week period), except emergency response workers, salaried executives, seasonal employees, and medical interns and residents or other workers; nurses may not be disciplined for refusing to work more than 12 consecutive hours (excluding certain public emergencies).

Exemptions: Those employees exempt from the state minimum wage; public employees, except those employed by the executive or judiciary branches of the state

Meal/Rest Period Requirments: 30-minute meal or rest period after each 6 hour shift. Exceptions: collective bargaining agreement providing otherwise; emergencies where there is danger to property, life, public safety, or health; businesses where fewer than 3 employees are on duty at one time and the nature of the work allows employees frequent breaks during the work day.

Other Wages Source: [26 M.R.S.A. §§601, 663, 664\(3\); Code Me. R. §12-170-014](#)

Additional Info:

** Federal minimum wage rate applies*

Maryland

Date Revised: 08/11/2009

Government Body: [Dept. of Health & Mental Hygiene](#)

License Required: Yes

License Information: Referred to as certification. Licensure and certification deemed the same by Attorney General

[Regulations- Health-General: 14-401 through 411](#)

[Youth Camp Certification Information](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: [CJIS-Central Repository](#)
[P.O. Box 32708](#)
[Pikesville, Maryland 21282-2708](#)
[888-795-0011](#)

[Guidelines for Camp Personnel CBC](#)

No fee for required agencies- must become authorized agency

Full (State and FBI) Staff-\$42.00 plus fingerprinting fee
Full-Volunteer- \$36.00

State Allows FBI Checks:

Yes

An individual can obtain a national FBI check through the contact agency. The cost is \$36.00 for volunteers who work with youth. The cost for individuals who do not work with youth is \$42.00. Results are returned within 4–6 weeks.

[Web site](#)

Driving Record Checks:

Available through Maryland's Motor Vehicle Administration.

[Web site](#)

\$9 non-certified, \$12 certified

Sex Offender Registry:

[Maryland Sex Offender Registry](#)

Minimum Wage:

\$7.25*; \$10.50 (Prince George's County);

Coverage and Exemptions:

Covers all employers and employees (including state and local government employees) unless specifically exempt; Exemptions: non-administrative resident and day camp employees at organized camps; volunteers or non-employees for educational, charitable, religious or nonprofit organizations; employees; employees under age 16 in part-time or vacation jobs for not more than 20 hours a week

Subminimum Wage:

Employers covered by the FLSA may pay \$4.25/hour to employees under age 20 for the first 90 consecutive calendar days of employment. Commissioner may issue rates for learners and apprentices (but not less than 80% of minimum wage), and for certain handicapped workers (under special certificates; "sheltered workshop" or "work activities" certificates issued by labor department must be filed by employer within 10 days of receipt).

Minimum Wage Source:

[Md. Code Ann., Lab. & Empl., §§3-401, 3-403, 3-410\(2\), 3-413, 3-414, 3-419; Prince George's County Code, Ch. 18, Bill No. CB-1-2003; Balt. City Ord. 94-442](#)

Overtime Pay Requirements:

1½ times regular rate after 40-hour week. Agricultural farm workers exempt under FLSA: 1½ times regular rate after 60 hour week.

Exemptions:

Those employees exempt from the state minimum wage; certain amusement or recreational establishments, including swimming pools

Meal/Rest Period Requirments:

No general provision. Minors: 30 minute rest period if working 5 consecutive hours.

Other Wages Source:

[Md. Code Ann., Lab. & Empl. §§3-210\(a\)\(1\), 3-401, 3-403, 3-415, 3-420](#)

Additional Info:

* Federal minimum wage rate applies

Government Body:	Executive Office of Health and Human Services Department of Public Health
License Required:	Yes
License Information:	Except municipal- Must be operated by a city or town recreation department or employees hired by the city or town Web site 105 CMR 430.00
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	For both staff and volunteers Criminal History Systems Board 200 Arlington St. Suite 2200 Chelsea, MA 02150 ATTN: CORI Unit. (617) 660-4640 Fees range from \$0-\$30 depending on party requesting information
State Allows FBI Checks:	No
Driving Record Checks:	Request form available online. Web site \$20
Sex Offender Registry:	Massachusetts Sex Offender Registry
Minimum Wage:	\$8.00, eff. 1-1-08; rate must be at least \$0.10 higher than federal rate)
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: professional service employees
Subminimum Wage:	Not less than 80% of minimum wage for students, learners, apprentices, and handicapped workers with a special certificate for a fixed period from the Labor Commissioner; applies only to first 80 hours of employment in retail, merchandising, and laundry occupations. Certain minimum rates are set: \$1.25/hour for ushers, ticket sellers/takers; \$36/week for janitors and caretakers of residential property who are furnished living quarters; \$1.60/hour for agricultural workers (except minors under 17 and the employer's parent, spouse, child, or other immediate family member) and \$1.85 for all others.
Minimum Wage Source:	Mass. Ann. Laws, ch. 151, §§1, 2, 2A, 7, 9; 455 Code Mass. Regs. 2.02
Overtime Pay Requirements:	1½ times regular rate after 40-hour week (sums paid as commissions, drawing accounts, bonuses, or other incentive pay based on sales or production are excluded from both the regular

and overtime rate computation).

Exemptions: Employees in a nonprofit charitable summer camp; laborers in agriculture and farming on a farm; employees in a nonprofit school or college; those in a business or seasonal operation carried on not more than 120 days in any year; those employees exempt from the state minimum wage; janitors or caretakers of residential property who are furnished with living quarters and are paid at least \$30 a week; bona fide executives, administrators, or professionals, or qualified trainees earning more than \$80 a week; learners, apprentices or handicapped persons under a special license

Meal/Rest Period Requirements: Meal period: 30 minutes after 6 hours of work (violations subject to \$300 - \$600 fine).

Other Wages Source: [Mass. Ann. Laws, ch. 136, §§6,13; ch. 149, §§30B, 100, 101; ch. 151, §1A](#)

Additional Info:

** Federal minimum wage rate applies*

Michigan

Date Revised: 06/22/2009

Government Body: [Department of Consumer and Industry Services](#)

License Required: Yes

License Information: [Current Administrative code:](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: Yes for all camp staff.

[Michigan State Police](#)
714 S. Harrison Road
East Lansing, MI 48823
Phone (517) 322-2521

[Michigan Freedom of Information Act](#)

\$10 Per check
Free for Nonprofits

State Allows FBI Checks: No

[Web site](#)

Driving Record Checks: Available through the Secretary of State Plus or Super Center Branch Offices. A request form is also available online.

[Web site](#)

\$7.00 per record; \$8.00 if certified
Personal can be requested for \$8.00

Sex Offender Registry: [Michigan Sex Offender Registry](#)

Minimum Wage:	\$7.40, eff. 7-1-08
Coverage and Exemptions:	Covers all employers with at least 2 employees at one time, age 16 or older, within a calendar year and all employees unless specifically exempt; Exemptions: summer camp employees if employed not longer than 4 months; employees exempt from FLSA (unless federal law would result in the employees being paid a lower minimum wage rate; however, certain domestic employees who provide companionship services and those who provide child care services, (other than live-in domestics) are subject to the minimum wage requirements unless he/she is under age 18, provides services on a casual basis, or provides services that do not regularly exceed 20 hours per week)
Subminimum Wage:	Lower rates may be set by wage deviation board for apprentices, learners, and handicapped workers. New hires age 16-19 may be paid a training wage of \$4.25/hour for the first 90 days. Employees age 16 and 17: 85% of state minimum wage (\$5.91; \$6.08, eff. 7-1-07; \$6.29, eff. 7-1-08); employees age 16 and 17 may be paid a training wage (\$4.25/hour) for the first 90 days of employment, followed by the 85% subminimum wage rate, but employees age 18 and 19 must be paid the full state minimum wage rate after receiving the training wage for the first 90 days.
Minimum Wage Source:	M.C.L. §§408.382(c), 408.384, 408.384b, (1), (2), 408.387, 408.387a, 408.394
Overtime Pay Requirements:	1½ times regular rate after 40-hour week. Employees may exchange up to 240 hours of overtime pay for compensatory time off.
Exemptions:	Those employers subject to the FLSA's minimum wage requirements; those employees exempt from the FLSA's minimum wage requirements (however, certain domestic employees who provide companionship services and those who provide child care service (other than livein domestics) are subject to the overtime requirements unless he/she is under age 18, provides services on a casual basis, or provides services that do not regularly exceed 20 hours per week); employees in bona fide executive, administrative, or professional capacities, including academic administrators or elementary or secondary school teachers; employees of amusement or recreational establishments operating not more than 7 months in a calendar year; and agricultural employees
Meal/Rest Period Requirments:	No general provision. Minors: 30 minute meal and rest period for minors working shift of more than 5 continuous hours.
Other Wages Source:	M.C.L. §§408.384a, 408.394, 409.112
Additional Info:	
	<i>* Federal minimum wage rate applies</i>

License Required:	Yes
License Information:	Will also require resort license if also serves adults Web site 144.71 through 144.74 Lodging regulation information and rules (sanitation)
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Minnesota Department of Public Safety Bureau of Criminal Apprehension CJIS Section 1430 Maryland Ave. E. St. Paul, MN 55106 651-793-7000 Revised Statutes 13.87 Between \$8.00 and \$15.00 for Full background check
State Allows FBI Checks:	No
Driving Record Checks:	Available through the Driver and Vehicle Services Center or request a form online. Web site \$9.50 uncertified. \$10.50 certified
Sex Offender Registry:	Minnesota Sex Offender Registry
Minimum Wage:	\$7.25* (large employers-i.e., at least \$625,000 in gross annual sales/business, excluding state retail and excise taxes); \$5.25 (small employers i.e., less than \$625,000 in gross annual sales/business)
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: staff members of a nonprofit organization employed on a seasonal basis in an organized children's resident or day camp; bona fide executives, administrators, and professionals; volunteers for nonprofit organizations; minors under age 18 working less than 20 hours a week on municipal recreational programs
Subminimum Wage:	\$4.90/hour for employees under age 20 for the first 90 consecutive days of employment. The Department may issue rules for the handicapped, apprentices, and learners
Minimum Wage Source:	Minn. Stat. §§177.23(7), 177.24(1)-(3), 177.251, 177.28(5)
Overtime Pay Requirements:	1½ times regular rate after 48-hour week. State and political subdivision employees: 1½ hours off for each hour worked over 48 in any workweek instead of overtime pay.
Exemptions:	Those employees exempt from the state minimum wage (except corn detasslers under age 18); seasonal employees for a carnival, fair, or ski facility

Meal/Rest Period Requirements: Meal period: sufficient time to eat a meal during shift of 8 or more hours; need not be paid time; collective bargaining agreements may provide otherwise. Rest period: adequate time to visit restroom in each 4 consecutive hours of work (collective bargaining agreements may provide otherwise); reasonable time to express breast milk for nursing mothers (doesn't need to be paid time).

Other Wages Source: [Minn. Stat. §§177.23, 177.25, 177.251, 177.253, 177.254, 181.939](#)

Additional Info:

** Federal minimum wage rate applies*

Mississippi

Date Revised: 08/02/2009

Government Body: [Dept. of Health, Office of Health Protection, Child Care Facilities Licensure](#)

License Required: Yes

License Information: [Youth Camp Regulations](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Mississippi Criminal Information Center Records Division](#)
[P.O. Box 958](#)
[Jackson, Mississippi 39205](#)
[\(601\) 987-1212](#)

State Allows FBI Checks: No

Driving Record Checks: A request form is available online.

[Web site](#)

\$11 and a \$2.14 convenience fee

Sex Offender Registry: [Mississippi Sex Offender Registry](#)

Minimum Wage: Federal rate of \$7.25 per hour applies to employees covered by the Fair Labor Standards Act (FLSA)

Coverage and Exemptions: No specified state-level exemptions. Federal FLSA exemptions applies for those covered by Act.

Subminimum Wage: No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.

Minimum Wage Source: [Not available](#)

Overtime Pay Requirements: No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.

Exemptions: No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by

Act.

Meal/Rest Period Requirements:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[Not available](#)

Additional Info:

** Federal minimum wage rate applies*

Missouri

Date Revised: 07/22/2009

Government Body:

[Department of Health and Senior Services, Bureau of Child Care](#)

License Required:

No

License Information:

[Laws and Regulations](#)

[License Exempt Child Care Regulations](#)

Criminal Background Checks Required: No

Criminal Background Checks Information:

[Missouri State Highway Patrol](#)
[P.O. Box 568](#)
[Jefferson City, MO 65102](#)
[\(573\) 526-6153](#)

[Revised Statutes 43.518](#)

\$14 per fingerprint check, \$20 if not required by any provision of state or federal law
\$9 per name check; \$19.25 for licensing or employment checks and \$15.25 for volunteers to those covered care facilities.

State Allows FBI Checks:

Yes

Driving Record Checks:

Available through the Division of Motor Vehicle and Driver Licensing

[Web site](#)

\$5.88, \$.50 fax transmission fee

Sex Offender Registry:

[Missouri Sex Offender Registry](#)

Minimum Wage:

\$7.25

Coverage and Exemptions:

Covers all employers and employees as defined by the FLSA; Exemptions: individuals employed for less than 4 months a year by a resident camp or day camp, or employees of an educational conference center operated by an educational, charitable, or nonprofit organization; students in a work-study program; bona fide executive, administrative, or professional employees; agricultural employees; volunteers or nonemployees for an educational, charitable, religious, or nonprofit organization; employees covered

by the federal minimum wage law; employees of a retail or service business with an annual gross income of less than \$500,000

Subminimum Wage: At least \$0.90 cents less than the state minimum wage (\$5.60, eff. 1-1-07) for learners and apprentices for up to 3 months (or up to 6 months with Director's approval). Lower than minimum or subminimum wage permitted for handicapped workers (with Director's approval). Amusement or recreation workers (who are exempt from federal minimum wage law) may be paid the learner and apprentice rate for up to 90 working days.

Minimum Wage Source: [R.S. Mo. §§290.500\(3\), \(5\), 290.502, 290.507, 290.512\(1\), 290.515, 290.517; 8 Mo. Code State Reg. §§30-4.010, 30-4.020, 30-4.030, 30-4.040](#)

Overtime Pay Requirements: 1½ times regular rate after 40-hour week; 52-hour week for employees of an amusement or recreation business (as defined by FLSA).

Exemptions: Those employees exempt from the state minimum wage.

Meal/Rest Period Requirments: No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source: [R.S. Mo. §§290.500, 290.505](#)

Additional Info:

** Federal minimum wage rate applies*

Montana

Date Revised: 07/22/2009

Government Body: [Dept. of Public Health and Human Services](#)

License Required: Yes

License Information: [Administrative Rules: 37.111.501](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Montana Criminal Record](#)
303 N. Roberts
P.O. Box 201403
Helena, MT 59620-1403
(406) 444-3625

[Administrative Rules 23.12.202](#)

\$10 per record check, \$11.50 if making an online request

State Allows FBI Checks: No

Driving Record Checks: Available through the Motor Vehicle Division Office.

[Web site](#)

\$4

Sex Offender Registry:

[Montana Sex Offender Registry](#)

Minimum Wage:

\$7.25 (all employees, except farm workers, unless specifically exempt); \$4.00 (businesses with annual gross sales of \$110,000 or less); Farm workers (if employed part of the year for over 8 hours/day, or less than 8 hours/day for seasonal periods) may be

Coverage and Exemptions:

Covers all employees, except farm workers, unless specifically exempt; Exemptions: employees covered by the FLSA (unless the state minimum wage is higher than the federal rate); students in a distributive education program established under an accredited educational programs; volunteers for nonprofit organizations whether fully or partially reimbursed; certain handicapped workers; apprentices or learners (exempt for up to 30 days); bona fide executives, administrators, or professionals; live-in managers of lodging or personal care facilities

Subminimum Wage:

Apprentices and learners may be paid subminimum rates for 30 days if exempted by the Labor Commissioner. Farm workers under age 18 may be paid subminimum rates (of at least 50% of the minimum wage) for 180 days.

Minimum Wage Source:

[Mont. Code Ann. §§39-3-402, 39-3-404, 39-3-406\(1\), 39-3-408\(2\), 39-3-409](#)

Overtime Pay Requirements:

1½ times regular rate after 40-hour week; 48-hour week for students working and receiving board, lodging or other facilities at seasonal amusement or recreational areas. Overtime inapplicable to farm workers.

Exemptions:

Guides, cooks, camp tenders and livestock handlers for a licensed outfitter; those employees exempt from the state minimum wage; employees covered under Part I of the Interstate Commerce Act

Meal/Rest Period Requirments:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[Mont. Code Ann. §§39-3-405, 39-3-406, 39-3-408](#)

Additional Info:

** Federal minimum wage rate applies*

Nebraska

Date Revised: 07/22/2009

Government Body:

[Dept. of Health and Human Services System](#)

License Required:

Yes

License Information:

[State of Nebraska Statutes: 71-3101 thru 3107](#)
[Environmental Health Standards](#)

Criminal Background Checks Required: No

Criminal Background Checks Information:

Nebraska State Patrol
Criminal Identification Division
P.O. Box 94907
Lincoln, NE 68509
(402) 471-4545

Revised Statutes 29-210, 29-3501 thru 3528, 81-1423

\$15 per request

State Allows FBI Checks:

No

Driving Record Checks:

Available through the DMV.

[Web site](#)

\$3.00

Sex Offender Registry:

[Nebraska Sex Offender Registry](#)

Minimum Wage:

\$7.25*

Coverage and Exemptions:

Covers employers of 4 or more employees at any one time; Exemptions: seasonal employees working not more than 20 weeks in a calendar year; executives, administrators, and professionals; federal, state, and local government employees; volunteers or non-employees for an educational, charitable, or religious organization

Subminimum Wage:

At least 75% of state minimum wage for student learners in bona fide vocational training. New employees under age 20 and not seasonal or migrant workers: \$4.25/hr for the first 90 days and for an additional 90 days if in on-the-job-training which requires technical, personal, or other skills necessary for employment and is approved by the Labor Commissioner. No more than 25% of total hours paid by employer can be at training wage.

Minimum Wage Source:

[Neb. Rev. Stat. §§48-1202\(2\), \(3\), 48-1203, 48-1203.01](#)

Overtime Pay Requirements:

No general provision. 1½ times regular rate after: 40-hour week for non-exempt state employees

Exemptions:

No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements:

No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source:

[Neb. Rev. Stat. §§48-1202; Neb.Adm. Code, Title 273, CH.8, §§001, 003.03, 004, 005 005.01](#)

Additional Info:

* Federal minimum wage rate applies

Government Body:	Bureau of Services for Child Care of the Division of Child and Family Services of the Department
License Required:	Yes
License Information:	<p>The state requires licensure, but local cities and counties may adopt licensing restrictions more comprehensive than state statutes.</p> <p>Nevada Revised Statutes</p> <p>Child Care Regulations (note- Summer Camps are included in the definition of child care facilities NOT outdoor youth programs)</p>
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	<p>Department of Public Safety Records and Technology Division 333 W. Nye Lane, Suite 100 Carson City, NV 89706 (775) 684-6262</p> <p>Administrative Code 179A</p> <p>\$21.00 per record</p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>Available through the DMV.</p> <p>Web site</p> <p>\$7 uncertified, \$11 certified</p>
Sex Offender Registry:	Nevada Sex Offender Registry
Minimum Wage:	\$7.55 if employer doesn't provide qualified health insurance benefits (federal minimum wage rate of \$6.55 applies if employer provides health benefits); rates will be adjusted annually to include increases in the federal minimum wage or, if greater, a yes
Coverage and Exemptions:	Covers all nonexempt employees in private employment; Exemptions: certain handicapped workers under special certificates
Subminimum Wage:	Minors under age 18: \$4.38 per hour. Severely handicapped persons specified in certain certificates issued by the rehabilitation division of the state department of employment and training may be paid a specified subminimum wage.
Minimum Wage Source:	Nev. Rev. Stat. Ann. §§608.160, 608.250; Nev. Adm. Code 608.2-608.10, 608.110, 608.250
Overtime Pay Requirements:	1½ times regular rate after 8-hour day or 40-hour week, unless employee agrees to work 10 hours per day for 4 calendar days within the workweek. Eff. 12-12-06 – 4-11-07, nonexempt employees who are offered qualifying health insurance from their employer must be paid daily overtime if they earn less than \$7.725/hour; if they are not offered qualifying health insurance they must be paid daily overtime if they earn less than \$9.225/hour.
Exemptions:	Those employees exempt from the minimum wage; executives,

administrators, and professionals

Meal/Rest Period Requirements:

Meal period: 30 minutes for 8 hours worked. An employee may voluntarily agree to forego a meal period (employer has burden of proving agreement). Rest period (the following does not apply where there is only one employee at a place of employment, or where a collective bargaining agreement provides otherwise): (a) 10 minutes for each 4 hours worked, taken in the middle of each work period if possible; (b) one 10-minute rest period if employee works at least 3½ continuous hours but less than 7 continuous hours; (c) two 10-minute rest periods if employee works at least 7 continuous hours but less than 11 continuous hours; (d) three 10-minute rest periods if employee works at least 11 continuous hours but less than 15 continuous hours; (e) four 10-minute rest periods if employee works at least 15 continuous hours but less than 19 continuous hours. Unpaid lunch breaks are not considered when determining the number of hours worked. An employee may voluntarily agree to forego any rest period (employer has burden of proving agreement). Employers may apply to Labor Commissioner for an exemption if business necessity precludes meal and rest periods.

Other Wages Source:

[Nev. Rev. Stat. Ann. §§608.018, 608.019, 608.250; Nev. Adm. Code §§608.10, 608.125, 608.145](#)

Additional Info:

** Federal minimum wage rate applies*

New Hampshire

Date Revised: 07/22/2009

Government Body:

[Dept. of Environmental Services](#)
[Drinking Water and Groundwater Bureau](#)

License Required:

Yes

License Information:

[Overview of Licensing Program](#)

Criminal Background Checks Required: No

Criminal Background Checks Information:

[New Hampshire Department of Safety - DIVISION OF STATE POLICE](#)
33 Hazen Drive
Concord, NH 03305
Phone: (603) 271-2538

[Administrative Rules: SAF-C 5700](#)

\$25 per record
\$10.00 for nonprofits

State Allows FBI Checks:

No

Driving Record Checks:

Available through the DMV.

[Web site](#)

\$8 uncertified. \$10 certified

Sex Offender Registry: [New Hampshire Sex Offender Registry](#)

Minimum Wage: \$7.25*

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: employees of summer camps for minors

Subminimum Wage: At least 75% of state minimum wage for workers with less than 6 months' experience and minors age 16 or younger, if employer files application with Labor Commissioner within 10 days of hire.

Minimum Wage Source: [N.H. Rev. Stat. Ann. §§279:21, 279.26-a](#)

Overtime Pay Requirements: 1½ times regular rate after 40-hour week.

Exemptions: Those employees exempt from the minimum wage; employees covered by the FLSA; and employees of certain amusement, seasonal, or recreational establishments.

Meal/Rest Period Requirements: Meal period: 30 minutes after 5 consecutive hours worked, unless employee is able and permitted by employer to eat while working.

Other Wages Source: [N.H. Rev. Stat. Ann. §§275:30-a, 279:21\(VIII\)](#)

Additional Info:

** Federal minimum wage rate applies*

New Jersey

Date Revised: 04/18/2008

Government Body: [Dept. of Health & Senior Services, Consumer and Environmental Health Services](#)

License Required: Yes

License Information: [New Jersey Youth Camp Safety Act: 26:12-1](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Division of State Police](#)
[Attn: VRO](#)
[P.O. Box 7068](#)
[West Trenton, NJ 08628-0068](#)
[\(609\) 882-2000 ext 2765](#)

[Administrative Code: NJAC 13:59-1.2 \(No Web Site\)](#)

Employees- \$60.25

Volunteers- \$26.25

State Allows FBI Checks: Yes

Nonprofit, youth serving organizations must register with the agency's Volunteer Review Operations in order to request federal checks. The cost is \$26.25 for volunteers and \$60.25 for employees.

[Web site](#)

Driving Record Checks: Available through the NJ Motor Vehicle Commission.

[Web site](#)

\$10

Sex Offender Registry: [New Jersey Sex Offender Registry](#)

Minimum Wage: \$7.25*; \$5.15 under certain wage orders applicable to minors under age 18 only (First Processing of Farm Products Occupations-Wage Order 1; Seasonal Amusement Occupations-Wage Order 2; Hotel and Motel Occupations-Wage Order 3; Mercantile Trade-Wage Order 1

Coverage and Exemptions: Covers all employees unless specifically exempt or otherwise provided for by wage order; Exemptions: employees of summer camps, conferences, and retreats operated by a nonprofit or religious corporation from June through September; persons under age 18 without a special vocational school graduate permit

Subminimum Wage: At least 85% of state minimum wage for full-time students employed by the college or university they are enrolled in. Subminimum rates may be set by Labor Commissioner for learners, apprentices, and disabled (employer must obtain a special license for a fixed period)

Minimum Wage Source: http://lwd.dol.state.nj.us/labor/wagehour/content/general_information.html

Overtime Pay Requirements: 1½ times regular rate after 40-hour week.

Exemptions: Employees at summer camps, conferences, and retreats from June through September if operated by a nonprofit or religious corporation; Executive, administrative and professional employees paid on a salary basis at a rate of not less than \$400 a week (also exempt under all wage orders); computer professionals paid on an hourly basis at a rate of not less than \$27.63 an hour; farm laborers; employees raising or caring for livestock; food and lodging supplied to employees are not included in wages for hours worked over 40 in a week); employees of seasonal amusement occupations (under Wage Order No. 2)

Meal/Rest Period Requirments: No general provision. Minors: 30 minute lunch period for employees under age 18 who work shift of more than 5 continuous hours.

Other Wages Source: http://lwd.dol.state.nj.us/labor/wagehour/content/general_information.html

Additional Info:

** Federal minimum wage rate applies*

New Mexico

Date Revised: 08/04/2009

Government Body:

[New Mexico Environment Department](#)

Only for camps having following services: Drinking Water, Food Handling, Swimming Pools

License Required:

No

License Information:

Only requires permits for food services and swimming pools.

[Swimming Pool Regulations](#)

[Food Service Regulations and Statutes](#)

[Drinking Water Regulations](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information:

[Department of Public Safety](#)

[Statutes 32A-15-3](#)

\$10.00 for first check

State Allows FBI Checks:

No

Driving Record Checks:

A downloadable form to request a check is available from the MVD.

[Web site](#)

\$10

Sex Offender Registry:

[New Mexico Sex Offender Registry](#)

Minimum Wage:

\$7.50*

Coverage and Exemptions:

Covers all employees unless specifically exempt; Exemptions: bona fide executives, administrators, or professionals; federal and state government employees; volunteers or nonemployees for educational, charitable, religious, or nonprofit organizations (including persons who are paid to work there while being rehabilitated); students regularly enrolled in primary or secondary schools working after school or during vacation periods; employees age 18 or younger who are not students; and employees age 18 or younger who are not graduates of a secondary school.

Subminimum Wage:

Labor Commissioner may set subminimum rates (but not less than 50% of minimum wage) for handicapped or disabled workers, including agricultural workers (under special certificates).

Minimum Wage Source:

[N.M. Stat. Ann. §§50-4-21, 50-4-22, 50-4-23; Albuquerque City Ordinance, April 20, 2006 \(Legislative File No. O-06-20\); Santa Fe Ordinance No. 2003-8](#)

Overtime Pay Requirements:

1½ times the regular rate after 40-hour week.

Exemptions:

Those employees exempt from the minimum wage

Meal/Rest Period Requirements:

Meal period: 30 minutes during shift of 6 hours or more.

Other Wages Source:

[N.M. Stat. Ann. §§50-4-21, 50-4-22\(C\), 50-4-24](#)

Additional Info:

* Federal minimum wage rate applies

New York

Date Revised: 04/25/2008

Government Body: [State Department of Health – Bureau of Environmental Health and Food Protection](#)

[New York City: Department of Health and Mental Hygiene](#)

License Required: Yes

License Information: New York City requires all camps within its boroughs to be inspected and licensed by the Office of Community Sanitation

[Agency Regulations](#)

[Additional Safety Standards and Documents](#)

[NYC Inspection Program](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: [Record Review Unit](#)
[New York State Division of Criminal Justice Services](#)
4 Tower Place
Albany, NY 12203-3764
518-485-7675

[Web site](#)

\$50 per search

State Allows FBI Checks: No

Driving Record Checks: Available through the DMV.

[Web site](#)

\$10-\$15

Sex Offender Registry: [New York Sex Offender Registry](#)

Minimum Wage: \$7.25* (federal rate applies if higher)

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: staff counselors in children’s camps; executive, administrative, and professional employees; members of religious orders; ministers, priests, rabbis, sextons, and Christian Science readers; various other individuals working for religious or charitable institutions; public employees; volunteers, learners, or apprentices working for nonprofit religious, charitable or educational institutions; and volunteers (at least age 18) at a recreational or amusement event lasting no longer than 8 consecutive days and run by a business that operates such events, provided only one such event occurs in

the same calendar year, the business informs each volunteer in writing that he/she is waiving the right to receive the minimum wage, such notice is signed and dated by the business and the volunteer and is kept on file by the business for 36 months.

Subminimum Wage:

Subminimum rates may be set by wage order (under special certificates for a fixed period) for: learners, apprentices, persons whose earning capacity is impaired by youth or age or physical or mental deficiency or injury; students working for a resort or camp (for not more than 17 consecutive weeks); and residential employees in a non-profit religious, charitable or educational organization, or college sorority or fraternity; youth rates apply to certain jobs under Farm Worker wage order.

Minimum Wage Source:

[N.Y. CLS Labor §§651, 652, 655\(5\)\(c\), 673; NYCRR §§137-1.2, 137-1.4, 137-1.5, 137-3.4, 138-2.1, 141-1.3, 141-1.7, 142-2.1, 142-2.5\(b\), 190-2.1, 190-2.3](#)

Overtime Pay Requirements:

1½ times the regular rate after 40-hour week (by wage orders), excluding janitors and certain industries exempt under the FLSA

Exemptions:

Those employees exempt from the minimum wage. Industry-specific exemptions apply under wage orders for the following: Hotel Industry; Restaurant Industry; Building Service Occupations; Miscellaneous Industries and Occupations; Nonprofit Institutions; and Farm Workers.

Meal/Rest Period Requirments:

Meal period: Mercantile and other employees-at least 30-minute lunch break between 11 a.m. and 2 p.m.; at least 30 minutes if shift of 6 hours or more which extends over noonday meal period (11 a.m. – 2 p.m.) given during that shift; or at least 45-minute meal break if starting work between 1 p.m. and 6 a.m. (and working 6 or more hours) given in the middle of the shift. Additional 20-minute meal break between 5 p.m. and 7 p.m. for shifts starting before 11 a.m. and ending after 7 p.m. Shorter meal breaks permitted with permission of Labor Commissioner, or if only one employee is on duty or performs a specific job and he/she voluntarily consents to eat on the job without relief; break may be 30-minutes if there is no hardship to the employee; in special or unusual circumstances Commission may issue a permit for a break of not less than 20 minutes.

Other Wages Source:

[N.Y. CLS Labor §§162, 651; NYCRR §§137-1.3, 137-3.2; 138-2.2, 138-4.4; 141-3.2; 142-2.2, 142-2.14; 190-9.3](#)

Additional Info:

** Federal minimum wage rate applies*

North Carolina

Date Revised: 07/27/2009

Government Body:

[Department of Environment and Natural Resources](#)

License Required:

No

License Information:

[Sanitation Regulations-Permit Required](#)

Criminal Background Checks Required:	No
Criminal Background Checks Information:	<p> State Bureau of Investigation Criminal Information and Identification Section Attn: Special Processing Coordinator P.O. Box 29500 Raleigh, NC 27626 (919) 662-4509 ext 6302 </p> <p> Revised Statutes </p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>Available through the DMV.</p> <p> Web site </p> <p>\$8 Limited Extract; \$8 Complete Extract; \$11 Certified True Copy</p>
Sex Offender Registry:	<p>North Carolina Sex Offender Registry</p>
Minimum Wage:	\$7.25 *(federal rate applies if higher)
Coverage and Exemptions:	<p>Covers all employees unless specifically exempt; Exemptions: employees of summer camps or seasonal religious or nonprofit educational conference centers; a spouse, child, parent, or other dependent of the employer; employees of establishments that have less than 3 employees in a workweek; bona fide executives, administrators, professionals, and outside salespeople as defined by the FLSA; bona fide volunteers in medical, educational, religious, or nonprofit organizations where there is no employment relationship; seasonal recreational program employees run by the state or a local government</p>
Subminimum Wage:	<p>90% of minimum wage for fulltime students, learners, apprentices, and messengers, rounded to lowest nickel. Other subminimum rates may be set for handicapped workers. 85% of minimum wage for: persons unemployed for at least 15 weeks and economically disadvantaged, persons whose families are receiving Work First Family Assistance or are receiving supplemental social security benefits (under special certificates) for up to 52 weeks, and seasonal amusement/recreational and food service employees.</p>
Minimum Wage Source:	<p>N.C. Gen. Stat. §§95-25.3, 95-25.14(a)-(b1)</p>
Overtime Pay Requirements:	<p>1½ times the regular rate after 40- hour week; 45-hour week for seasonal amusement or recreational establishment employees; after hours over 8 in a day or 80 in a 14-day work period for hospital and nursing home employees if notified in advance. Alternative methods of computing overtime that are permitted under the FLSA are permitted under the state wage-hour law.</p>
Exemptions:	<p>Those employees exempt from the state minimum wage; state and local government employees; child care workers or other live-in employees in homes for dependent children</p>
Meal/Rest Period Requirments:	<p>No general provision. Minors: 30 minute rest period for employees under age 16 who work shift of more than 5 continuous hours.</p>
Other Wages Source:	<p>N.C. Gen. Stat. §§95-25.4, 95-25.5(e), 95-25.14</p>

Additional Info:

** Federal minimum wage rate applies*

North Dakota

Date Revised: 07/27/2009

Government Body: [Department of Human Services- Child and Family Services](#)

License Required: Yes

License Information: [General Information](#)
[School Age Program Provider Information](#)
[School Age Program Regulations](#)
[General Regulations](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Criminal Records Section](#)
[North Dakota Bureau of Criminal Investigation](#)
4205 State Street
PO Box 1054
Bismark ND 58502-1054
(701) 328-3404

[North Dakota Century Code: 12-60](#)

\$15 per record check (\$5 for Non-Profit charitable organizations exclusively for the benefit of children and vulnerable elderly)

State Allows FBI Checks: No

Driving Record Checks: Available by completing a "Request for Driver Abstract" from the DOT.

[Web site](#)

\$3

Sex Offender Registry: [North Dakota Sex Offender Registry](#)

Minimum Wage: \$7.25*

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: employees of nonprofit camps that are directly youth-related and intended for educational purposes; guides, cooks, and camp-tenders for hunting or fishing guide services; students working parttime

Subminimum Wage: Commissioner may issue special licenses setting subminimum rates for students/learners in vocational or related programs (but not less than 85% of state minimum wage) and handicapped or disabled workers in community rehabilitation/work training

programs.

Minimum Wage Source: [N.D. Cent. Code §§34-06-01, 34-06-03, 34-06-03.1, 34-06-15; N.D. Adm. Code 46-02-07-02\(1\)-\(3\), 46-02-07-03](#)

Overtime Pay Requirements: 1½ times the regular rate after 40-hour week; State or local government employees may receive compensatory time off in lieu of overtime pay in accordance with the FLSA.

Exemptions: Bona fide executive, administrative, or professional employees; employees who spend at least 51% of their time providing direct care to clients of a shelter, foster care, or other related establishment which primarily provides temporary shelter, crisis intervention, prevention, education, and fellowship; certain artistic professionals; certain teachers, instructors, tutors, and lecturers

Meal/Rest Period Requirements: Meal period: 30 minutes after 5 hours' work where there are 2 or more employees, unless collective bargaining agreement provides otherwise.

Other Wages Source: [N.D. Cent. Code §34-06-01; N.D. Adm. Code §§46-02-07-02\(4\), \(5\)](#)

Additional Info:

** Federal minimum wage rate applies*

Ohio

Date Revised: 09/29/2009

Government Body: [Dept. of Health, Bureau of Local Services](#)
[Department of Jobs and Family Services](#)

License Required: Yes

License Information: Requires permission from DOH each year. Day camps must register. - If ACA Accredited, then automatically approved.

[Sanitation Regulations: 3701-25](#)

[Child Care Manual: 5105:12-16](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: Limited

[Bureau of Criminal Identification and Investigation](#)
P.O. Box 365
London, OH 43140
(740) 845-2000

[Revised Code: Title I 109-51](#)

\$8.00 per transaction

State Allows FBI Checks: Yes

An individual can obtain an FBI check by submitting a request to the contact agency and a completed ten-print card containing traditional

"rolled" fingerprints.

[Web site](#)

Driving Record Checks:

Available from the DMV.

[Web site](#)

\$8.50

Sex Offender Registry:

[Ohio Sex Offender Registry](#)

Minimum Wage:

\$7.30 (\$5.15/federal minimum wage rate applies to employees under age 16 and employees of businesses with annual gross receipts of \$250,000 or less)

Coverage and Exemptions:

Covers all employees unless specifically exempt. Employers whose annual gross volume of business sales is less than \$150,000, excluding excise taxes at the retail level, are not subject to the minimum wage law; Exemptions: employees of nonprofit camps or recreational facilities for children under age 18; executive, administrative, and professional employees as defined by the FLSA; federal government employees

Subminimum Wage:

85% of minimum wage for apprentices (for up to 90 days). \$2.80/hour for certain agricultural employees who work as hand harvest laborers paid on a piece rate basis. Physically or mentally disabled employees may be paid less than minimum wage under special licenses.

Minimum Wage Source:

[Ohio Rev. Code §§4111.01\(C\),\(D\), 4111.02, 4111.06, 4111.07; Ohio Adm. Code 4101:9-1-01](#)

Overtime Pay Requirements:

1½ times the regular rate after 40-hour week (except employers grossing less than \$150,000 a year); for all hours over 8 in a day or 80 in a 14-day work period for hospital, nursing home and day care center employees.

Exemptions:

Those employees exempt under the FLSA, and agricultural employees. Employers whose annual gross volume of business sales is less than \$150,000, excluding excise taxes at the retail level, are not subject to the overtime pay law. Special rules apply to county employees.

Meal/Rest Period Requirments:

Rest period: at least 30 minutes after 5 hours' work for minors under age 18.

Other Wages Source:

[Ohio Rev. Code §§4109.07\(C\), 4111.01\(C\), \(D\), 4111.03](#)

Additional Info:

** Federal minimum wage rate applies*

Oklahoma

Date Revised: 05/09/2008

Government Body:

[Department of Human Services, Division of Child Care](#)

License Required:	Yes
License Information:	<p>Referred to as "School-age Program". If accredited by the ACA, camp is automatically certified</p> <p>Licensing Requirements for School-age Programs and Summer Day camps</p>
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	<p>Oklahoma State Bureau of Investigation 6600 North Harvey Oklahoma City OK 73116 (405) 848-6724</p> <p>Revised Statutes: 74-150.9</p> <p>\$15 name based check \$19 fingerprint based check</p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>A request form is available online.</p> <p>Web site</p> <p>\$7 uncertified, \$10 certified</p>
Sex Offender Registry:	Oklahoma Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	<p>Covers employers with more than 10 employees at any one location or place of business; an employer with less than 10 full-time employees (or the equivalent of 10) at any one location or place of business is covered if it's annual business gross exceeds \$100,000/year. Employees of the state or any lessee or concessionaire of the state are specifically covered; Exemptions: temporary part-time employees who work less than 25 hours a week; employees under age 18 who have not graduated from high school or a vocational training program; employees covered by the FLSA; employees under age 22 who are regularly enrolled students in a high school, college, university, or vocational training program; bona fide executives, administrators, and professionals</p>
Subminimum Wage:	<p>Commissioner of Labor may set subminimum rates for learners, apprentices, messengers, and handicapped and disabled workers (under special certificates for a fixed period), employees of state or local governments or instrumentalities, and students and regular attendants at institutions of higher learning.</p>
Minimum Wage Source:	40 Okl. Stat §§197.2, 197.4(d), (e), 197.5, 197.11, 197.16
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements: Rest period: for minors under age 16, one cumulative hour of rest during 8 consecutive hour shift, including one 30-minute rest period after 5 consecutive hours' worked.

Other Wages Source: [40 Okl. Stat. §75©](#)

Additional Info:

** Federal minimum wage rate applies*

Oregon

Date Revised: 09/28/2009

Government Body: [County-level Environmental Health](#)

License Required: Yes

License Information: [Development Permit Information](#)
[Administrative Rules](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Oregon State Police](#)
[Criminal Investigations Division](#)
[Attn: Police Reports](#)
[4th Floor](#)
[255 Capitol Street NE](#)
[Salem, Oregon, 97310](#)

[Oregon Revised Statutes: 181.066](#)

\$10 per request

State Allows FBI Checks: No

Driving Record Checks: Download an "Order on Your Own" form online.

[Web site](#)

\$1.50 - \$12.50

Sex Offender Registry: [Oregon Sex Offender Registry](#)

Minimum Wage: \$8.40

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: seasonal employees at a camp with a gross annual income of less than \$500,000; persons working for a nonprofit conference ground or center operated for educational, charitable, or religious purposes; employees who maintain, manage, or assist in the management of a multiunit temporary or permanent lodging facility while living on the premises; employees living at a job site to be available for emergency and other duties (but on-call work is exempt); administrators, executives, and professionals; employees of the U.S. government; employees of the primary or secondary school where they are enrolled

Subminimum Wage:	Labor Commissioner may set subminimum rates for handicapped workers, student-learners (at least 75% of minimum wage, special certificate required, and hours of work training plus hours of school instruction cannot exceed 8 per day or 40 per week).
Minimum Wage Source:	O.R.S. §§653.010, 653.020, 653.022, 653.025, 653.030, 653.035 (3), 653.070(2)-(4)
Overtime Pay Requirements:	1½ times the regular rate (excluding commissions, overrides, bonuses, tips, and other benefits) after 40-hour week. Minors under age 18: 1½ times the regular rate after 8-hour day or 40-hour week.
Exemptions:	Those employees exempt from the state minimum wage, those employed in the care of quarters or livestock, conducting messhalls, superintendence and direction of work
Meal/Rest Period Requirments:	Meal period: 30 minutes for minors under age 16 provided no later than 5 hours and 1 minute after start of shift; all other employees—30 minutes during work periods of 6-8 hours; if work period is 7 hours or less meal period must be given between 2nd and 5th hour worked; if work period is more than 7 hours meal period must be given between 3rd and 6th hour worked. If the nature of the work prevents the employee from being relieved from all duty to take a meal break, then for work periods of 6-8 hours the employee must be given a period in which to eat while continuing to work or remain on call. Meal periods of less than 30 minutes, but not less than 20 minutes, are permitted if it is established industry practice or custom. Rest period: 10 minutes for every 4 hours worked (in addition to the meal period) taken near the middle of the 4-hour work period (excludes workers age 18 or older who work less than 5 hours in a 16-hour period and work alone in a retail or service job and may leave the post to use the restroom). Female employees who need to express breast milk for a child 18 months old or younger may use rest periods that are otherwise provided; up to 60 minutes in rest periods per 8-hour shift to express milk may be provided. If law or contract requires rest periods to be paid periods, then rest periods used for expressing milk also must be paid. If an employee takes unpaid rest periods, the employer may allow the employee to work before or after her normal shift to make up the amount of time used during the unpaid rest periods. If the employee does not work to make up the amount of time used during the unpaid rest periods, the employer is not required to pay the employee for that time. These provisions apply only to employers of 25 or more employees within the state, for each working day during each of 20 or more calendar workweeks in the year in which the rest periods are to be taken or in the year immediately preceding the year in which the rest periods are to be taken.
Other Wages Source:	O.R.S. §§652.020, 653.020, 653.077, 653.261(1), 653.265, 653.315 (3); Or. Adm. R. §§839-020-0050, 839-021-0072

Additional Info:

* Federal minimum wage rate applies

Government Body:

License Required: Yes

License Information: [Pennsylvania Code: 28-19](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Pennsylvania State Police](#)
[877-777-3375](#)

[Statute 18-9141: Not available online \(No Web Site\)](#)

\$10 per request

State Allows FBI Checks: No

Driving Record Checks: Request a "Request for Driver Information" form online.

[Web site](#)

\$5 basic, \$10 certified

Sex Offender Registry: [Pennsylvania Sex Offender Registry](#)

Minimum Wage: \$7.25, eff. 7-1-07 (excludes seasonal farm workers who commute to work but are not transported by a farm labor contractor; piece rates must at least equal minimum wage); Employers with 10 or fewer fulltime employees: \$5.65 (\$7.15, eff. 7-1-08)

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: employees of seasonal amusement parks, organized camps, and religious or nonprofit educational conference centers; executives, administrators, and professionals; seasonal employees under age 18; students under age 24 working with either handicapped or exceptional children for nonprofit or welfare agencies or with campers under age 18 for nonprofit day or resident camps operating less than 3 months a year; certain students employed by nonprofit educational institutions where enrolled or by related nonprofit facilities;

Subminimum Wage: Students and learners under special certificates may be paid 85% of minimum wage. The certificate must provide that employment for 6 or fewer students (except during vacation periods) will be on a part-time basis and will not exceed 20 hours in any workweek at a subminimum rate. If 7 or more students are employed at a subminimum rate, a special certificate will be issued only if the employer certifies that their employment will not reduce the full-time employment opportunities for other workers. Employees under age 20 may be paid a training wage that is at least equal to the federal minimum wage (\$5.15 per hour) for the first 60 days of employment. Handicapped or disabled workers may be paid less than minimum wage if the employer obtains either a license specifying a wage rate commensurate with the employee's productive capacity (by joint employer-employee application) or a federal certificate under the FLSA.

Minimum Wage Source: [43 Pa.C.S. §§333.103 -333.105, 1301.103, 1301.201, 1301.202, 1301.207](#)

Overtime Pay Requirements:	1½ times the regular rate after 40-hour week.
Exemptions:	Those employees exempt from the state minimum wage
Meal/Rest Period Requirments:	Meal period: minors under age 18 and seasonal farm workers-at least 30 minutes after 5 hours' work (for farm workers break may be for meals or rest).
Other Wages Source:	43 Pa.C.S. §§333.103 - 333.105, 1301.207 ©
Additional Info:	
	<i>* Federal minimum wage rate applies</i>

Puerto Rico

Date Revised: 05/16/2008

Government Body:	Department of the Family Government of Puerto Rico (No Web Site)
License Required:	No
License Information:	Puerto Rico Code: Title 8, Chapter 3, Section 68-78
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	Each employee must present a certificate of non-criminal background every 6 months
	Puerto Rico Code: Title 34 Chapter 118, Section 1725 (No Web Site)
State Allows FBI Checks:	
Driving Record Checks:	
Sex Offender Registry:	
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: U.S. and Puerto Rico government employees; Puerto Rico municipal government employees; administrators, executives, and professionals.
Subminimum Wage:	Labor Secretary issues permits for subminimum rates for workers whose earning capacity is impaired by age, disability, or injury, apprentices and learners/trainees, but not less than 50% of the applicable minimum wage.
Minimum Wage Source:	29 L.P.R.A. §§250, 250a, 250f, 285, 1132
Overtime Pay Requirements:	1½ times the regular rate after 8-hour day or 40-hour week for

employees of FLSA-covered employers, unless a rate is fixed by the Minimum Wage Board or a collective bargaining agreement. Non-FLSA-covered employers: double-time required for extra hours of work—(1) over 8 hours in any period of 24 consecutive hours; (2) over 40 hours during any week unless the hours worked daily over 8 are paid at double-time; (3) on a day when the establishment should be closed to the public by law, unless the employer obtained a permit from the labor secretary and the total hours worked during the day is not over 8 hours or 40 hours during the week; (4) on days of rest for businesses and industries not subject to the closing of their establishment; (5) over the maximum hours set by the Minimum Wage Board for the particular occupation, business, or industry; and (6) over the maximum hours a day fixed by a collective labor agreement.

Exemptions: Those employees exempt from the Puerto Rico minimum wage.

Meal/Rest Period Requirements: Meal period: 1 hour after 3rd hour and before 6th hour of shift unless an employer-employee agreement or union contract provides otherwise. Minors age 14 – 17: 1 hour lunch period during shift of 4 consecutive hours.

Other Wages Source: [29 L.P.R.A. §§246e, 272, 273, 274, 283, 434](#)

Additional Info:

** Federal minimum wage rate applies*

Rhode Island

Date Revised: 06/25/2009

Government Body: [Department of Health](#)

License Required: Yes

License Information: [Regulations for all Camps](#)
[Private Camps with Food Service Food/Sanitation Regulations](#)
[Nonprofit Camps with Food Service- Food/Sanitation Regulations](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Attorney General Bureau of Criminal Identification](#)
[150 South Main Street](#)
[Providence, RI 02903](#)
[\(401\) 421-5268](#)

[Criminal Records Check Policy](#)

\$5 per check

State Allows FBI Checks: No

Driving Record Checks: Available through the Division of Motor Vehicles.

[Web site](#)

\$19.50

Sex Offender Registry: [Rhode Island Sex Offender Registry](#)

Minimum Wage: \$7.40

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: employees of organized camps (except annual full-time employees) that do not operate more than 7 months a year; volunteers for educational, charitable, religious, and nonprofit organizations; an individual employed by a son, daughter, or spouse, and children under age 21 employed by a parent(s); federal government employees

Subminimum Wage: Subminimum rates permitted for: Minors age 14 and 15 - at least 75% of minimum wage for workweek of 24 hours or less, and full minimum wage if over 24 hours; Full-time students under age 19 working for a nonprofit association or corporation of a religious, educational library, or community service nature - at least 90% of minimum wage; Disabled employees - with special license from Labor Director; Learners and apprentices - with special license for up to 90 days and full minimum wage thereafter.

Minimum Wage Source: [R.I. Gen. Laws §§28-12-2, 28-12-3, 28-12-3.1, 28-12-5, 28-12-9, 28-12-10](#)

Overtime Pay Requirements: 1½ times the regular rate after 40-hour week. Hours worked on Sundays and holidays must generally be paid at time-and-a-half. Employees cannot be penalized or discharged for refusing to work on a Sunday or holiday, unless employed by a manufacturer that operates for 7 continuous days per week. "Holidays" include New Year's Day, Memorial Day, Independence Day, Victory Day (second Monday in August), Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. If a holiday falls on a Sunday, the following day is observed as the legal holiday.

Exemptions: Those employees exempt from the state minimum wage; employees of summer camps open up to 6 months a year; state employees on nonstandard work schedules; bona fide executives, administrators, and professionals earning at least \$200 a week; other salaried employees making at least \$200 a week, unless wages, if computed on a weekly basis, would fall below minimum wage

Meal/Rest Period Requirements: Meal period: 20 minutes during 6-hour shift and 30 minutes during 8-hour shift (excludes employers of a licensed health care facility, or an employer that employs fewer than three people on any shift at a worksite). Employees need not be compensated for required meal periods.

Other Wages Source: [R.I. Gen. Laws §§25-3-2, 25-3-3, 28-3-14, 28-12-2, 28-12-4.1, 28-12-4.3](#)

Additional Info:

** Federal minimum wage rate applies*

Government Body:	<p>Division of Health and Environmental Control</p> <p>Department of Social Services (Some Day Camps)</p>
License Required:	Yes
License Information:	<p>Day camps which allow campers to attend for 3 consecutive weeks or longer are considered Child Care Centers and must be licensed by the Department of Social Services</p> <p>SC Code 61-39: General Camp Regulation</p> <p>SC Code 88-105: Special Needs Camps</p> <p>SC Code 114-500: Child Care Licensing</p> <p>Child Care Licensing more user friendly info</p>
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	<p>Only Day Camps required to be licensed as Child Care Centers are required to run state and federal level fingerprint checks on all employees and volunteers. All other camps: No</p> <p>South Carolina Law Enforcement Division Central Records Department 4400 Broad River Road Columbia, SC 29221 (803) 896-7216</p> <p>Code of Regulations</p> <p>\$25 per search (\$8.00 for charitable organizations)</p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>A request form is available online.</p> <p>Web site</p> <p>\$6</p>
Sex Offender Registry:	South Carolina Sex Offender Registry
Minimum Wage:	Federal rate of \$7.25 per hour applies to employees covered by the Fair Labor Standards Act (FLSA)
Coverage and Exemptions:	No specified state-level exemptions. Federal FLSA exemptions applies for those covered by Act.
Subminimum Wage:	No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.
Minimum Wage Source:	S.C. Code Ann. §§53-1-100, 53-1-110
Overtime Pay Requirements:	<p>No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.</p> <p>No specified state-level overtime pay requirement exemptions.</p>

Exemptions:	Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.
Other Wages Source:	Not available
Additional Info:	Special Needs camps require additional licensure by Dept of Disabilities and Special Needs Department of Disabilities and Special Needs (Special needs camps) http://www.state.sc.us/ddsn/

* Federal minimum wage rate applies

South Dakota

Date Revised: 06/25/2009

Government Body:	State Department of Health- For food service only
License Required:	No
License Information:	Food Service License only Administrative Rules - Food Service Code: 44:02:07
Criminal Background Checks Required:	No
Criminal Background Checks Information:	Attorney General Division of Criminal Investigation 1302 E Hwy 14, Suite 5 Pierre, SD 57501-8505 (605) 773-3331 Codified Laws 23-5 \$24 per record check
State Allows FBI Checks:	No
Driving Record Checks:	A request form is available online. Web site \$5 plus a local city tax
Sex Offender Registry:	South Dakota Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers employees over age 18 unless specifically exempt.
Subminimum Wage:	Opportunity wage of \$4.25 for first 90 days of employment permitted for persons under age 20. Subminimum rates may be set (by permit) for apprentices, learners, the disabled, and the handicapped.

Minimum Wage Source: [S.D. Cod. L. §§60-11-3, 60-11-3.1, 60-11-4.1, 60-11-5](#)

Overtime Pay Requirements: No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.

Exemptions: No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.

Meal/Rest Period Requirements: No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.

Other Wages Source: [Not available](#)

Additional Info:

** Federal minimum wage rate applies*

Tennessee

Date Revised: 06/25/2009

Government Body: [Dept. of Health - General Environmental Health](#)

License Required: Yes

License Information: [Licensing Info Directory](#)
[Tennessee Code: 68-110](#)
[Rules and Regulations](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Bureau of Investigation](#)
[901 R.S. Gass Blvd](#)
[Nashville, TN 37216](#)

[Code 36-6](#)

\$29 per record

State Allows FBI Checks: Yes

A qualified organization must sign a User Agreement with the Tennessee Bureau of Investigation to use the Tennessee Applicant Processing Services program. Cost \$56 for employees and \$44 for volunteers.

[Web site](#)

Driving Record Checks: An individual can obtain their Driving Record in person or by mailing a request to the Tennessee Department of Safety in Nashville.

[Web site](#)

\$5

Sex Offender Registry:	Tennessee Sex Offender Registry
Minimum Wage:	Federal rate of \$7.25 per hour applies to employees covered by the Fair Labor Standards Act (FLSA)
Coverage and Exemptions:	No specified state-level exemptions. Federal FLSA exemptions applies for those covered by Act.
Subminimum Wage:	No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.
Minimum Wage Source:	Not available
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirments:	Meal or rest period: 30-minute meal or rest period some time after 1st hour of shift of 6 or more hours (includes minors who work 6 consecutive hours); exception—employees that have ample opportunity for rest or breaks by nature of the work.
Other Wages Source:	Tenn. Code Ann. §50-2-103(h)

Additional Info:

** Federal minimum wage rate applies*

Texas

Date Revised: 07/22/2009

Government Body:	Department of State Health Services
License Required:	Yes
License Information:	Youth Camp Licensing Program Texas Administrative Code: 25-1-265-11 Texas Youth Camp Act: Chapter 141
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	Texas Department of Public Safety PO Box 4143 Austin, TX 78765-4143 CRS Related Laws: \$3.00 (+ service fees) per online search; \$10.00 offline name based search \$15 offline fingerprint searches
State Allows FBI Checks:	No

Driving Record Checks:	A form to request a driving record is available online. Web site \$4.50 - \$22
Sex Offender Registry:	Texas Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: employees of any camp run by a religious, educational, charitable, or nonprofit organization; employees of certain amusement or recreational establishments; employees of the Boy or Girls Scouts of America; those employees covered by the FLSA; employees under age 18 who are not high school or vocational training program graduates and employees under age 20 regularly enrolled in a high school, college, university, or vocational training program (unless an agricultural or piece rate worker); bona fide executives, administrators, or professionals; volunteers or non-employees providing services for an educational, charitable, religious, or nonprofit organization; employees of a family member\
Subminimum Wage:	Not permitted.
Minimum Wage Source:	Tex. Lab. Code §§62.051, 62.052, 62.102, 62.103, 62.152 – 62.160
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.
Other Wages Source:	Not available

Additional Info:

** Federal minimum wage rate applies*

Utah

Date Revised: 10/29/2009

Government Body:	Day Camps under Department of Health as Child Care Facility Only vulnerable populations under Department of Human Services
License Required:	Yes
License Information:	Day Camps (As Child Care, birth through 12 years) and Programs for Venerable Individuals are required to be licensed.

[Licensing Forms](#)

[Child Care Regulations](#)

[Licensing Forms](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information:

[Bureau of Criminal Identification](#)
[3888 West 5400 South](#)
[Salt Lake City, Utah 84118](#)
[801-965-4445](#)

[Utah Code 53-10-108](#)

Name Check- \$10.00
Fingerprint- \$15.00
FBI/Fingerprint-\$34.25 employee
\$30.25 volunteer

State Allows FBI Checks: Yes

Organizations that work with children and vulnerable adults are eligible to obtain an FBI check. The cost is \$30.25 for volunteers and \$34.25 for employees. Turn around time is 3-4 weeks.

Driving Record Checks: Available through the Drivers License Division.

[Web site](#)

\$6.00-\$10.75

Sex Offender Registry: [Utah Sex Offender Registry](#)

Minimum Wage: \$7.25*

Coverage and Exemptions: Covers all employees unless specifically exempt; Exemptions: seasonal employees of nonprofit camping programs, religious or recreational programs, and registered and nonprofit educational and charitable organizations; employees covered under the FLSA; employees of an immediate family member; apprentices and students employed by the school they attend; and certain seasonal hourly employees working for a seasonal amusement establishment with permanent structures and facilities.

Subminimum Wage: At least \$4.25/hour for minors for first 90 days of employment (then pay minimum wage); a subminimum rate set by commissioner may be paid to learners for first 160 hours of employment; rates lower than the minimum wage may be authorized by the commissioner for handicapped workers.

Minimum Wage Source: [Utah Code Ann. §§34-40-103, 34-40-104; Utah Adm. Code R610-1-3, R610-1-4](#)

Overtime Pay Requirements: No general provision. 1½ times the regular rate after 40-hour week for any person or company that performs work for a state, county, or municipal government.

Exemptions: No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by

Act.

Meal/Rest Period Requirements:

Meal period: minors-30 minutes for 5 hours' work. Rest period: minors-10 minutes after every 4 hours (taken after 3 consecutive hours).

Other Wages Source:

[Utah Code Ann. §§34-30-8; Utah Adm. Code §610-2-3](#)

Additional Info:

** Federal minimum wage rate applies*

Vermont

Date Revised: 09/28/2009

Government Body:

[Vermont Department of Health](#)

[Day Camps as Child Care under Department for Children and Families](#)

License Required:

Yes

License Information:

Residential camps under sanitation regulations: Food and Lodging Program. Yes - some day camps - See Recreation Exemption Chart <http://www.state.vt.us/srs/childcare/licensing/recexcht.htm>

[Food Establishment Licensure](#)

[License Application](#)

[Child Care Regulations and Licensure](#)

Criminal Background Checks Required:

No

Criminal Background Checks Information:

[Criminal Records Section](#)
[Vermont Crime Information Center](#)
103 South Main Street
Waterbury, VT 05671-2101
(802) 224-8727

[Statute 20-2056](#)

No fee listed

State Allows FBI Checks:

Yes

Organizations who work with children can obtain a FBI fingerprint search per the National Child Protection Act. Cost -\$15.25 for volunteers, \$19.25 for employees plus a \$15 fingerprinting fee. Results are returned within 4-6 weeks.

[Web site](#)

Driving Record Checks:

An individual can obtain their Driving Record by downloading the Record Request Form . The cost to obtain a certified, 3-year record is \$10 and the cost for a complete driving record is \$16.

[Web site](#)

\$10 - \$16

Sex Offender Registry:

[Vermont Sex Offender Registry](#)

Minimum Wage:

\$8.06 (If the federal rate is greater than the state rate, the federal rate applies. The state rate will be increased annually by 5% or based on the rate of inflation, whichever is less, starting 1-1-07.)

Coverage and Exemptions:

Covers employers with 2 or more employees; Exemptions: employees in public-supported nonprofit organizations (except laundry employees, nurses' aides or practical nurses); students working all or part of the school year or during regular vacation periods; bona fide executives, administrators, or professionals

Subminimum Wage:

Commissioner or wage board may set subminimum rates for learners, apprentices, and the handicapped.

Minimum Wage Source:

[21 V.S.A. §§382, 383\(2\), 384\(a\), 385\(5\); Code Vt. R. 24-090-003](#)

Overtime Pay Requirements:

1½ times the regular rate after 40-hour week (amounts paid for board, lodging, apparel, tips, rent, and utilities may be deducted from the overtime rate, as determined by wage order).

Exemptions:

Those employees exempt from the state minimum wage; certain retail or service establishment employees; certain amusement or recreational establishment employees

Meal/Rest Period Requirements:

Meal and rest period: reasonable time during work periods to eat and use restroom.

Other Wages Source:

[21 V.S.A. §§304, 383, 384\(b\),©](#)

Additional Info:

Food & Lodging Program
http://healthvermont.gov/enviro/food_lodge/food_lodge_program.aspx

** Federal minimum wage rate applies*

Virginia

Date Revised: 06/13/2008

Government Body:

[Day Camps: Department of Social Services, Child Care and Development Division](#)

[Residential Camps: State Department of Health - Division of Food and General Environmental Services](#)

License Required:

Yes

License Information:

Camps operating less than 3 weeks and religiously affiliated camps exempt. Resident Camps are exempt

[State Code](#)

[Regulations for Summer Camps \(Residential\)](#)

[Day Camps as Child Care Centers](#)

Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	<p>Yes - only day camps required to conduct background checks.</p> <p>Department of State Police P. O. Box 85076 Richmond, VA 23261-5076</p> <p>Code of Virginia 19.2-389</p> <p>\$15.00 name check \$13.00 fingerprint check</p>
State Allows FBI Checks:	No
Driving Record Checks:	<p>Available through the DMV.</p> <p>Web site</p> <p>\$8 uncertified, \$13 certified</p>
Sex Offender Registry:	Virginia Sex Offender Registry
Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers employers of 4 or more employees (not including employer's family); Exemptions: employees of children's summer camps; minors under age 16; persons paid on the basis of work done; those age 65 or over; those who are physically or mentally deficient; students and apprentices in bona fide educational or apprenticeship programs; employees covered by the FLSA; domestics or other employees in private homes or in charitable institutions primarily supported by public funds; volunteers for nonprofit organizations; full time students under age 18 enrolled in secondary or trade schools or institutions of higher learning and working less than 20 hours a week; those age 65 or over
Subminimum Wage:	No specified state-level Subminimum Wage. Federal FLSA Subminimum Wage rules applies for those covered by Act.
Minimum Wage Source:	Va. Code Ann. §§40.1-28.9, 40.1-28.10
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	Meal period: minors-at least 30 minutes during shifts of 5 continuous hours.
Other Wages Source:	Va. Code Ann. §§9.1-700 – 9.1-704, 40.1-80.1(B)
Additional Info:	

* Federal minimum wage rate applies

Washington

Date Revised: 09/28/2009

Government Body:	Board of Health Department of Social and Health Services
License Required:	No
License Information:	Must register camp with Board of Health. To receive child care subsidies, day camps can be licensed- ACA accreditation is automatic licensure Washington Agency Code Requirements for Child Care
Criminal Background Checks Required:	Yes
Criminal Background Checks Information:	Yes - except religious institutions: http://apps.leg.wa.gov/WAC/default.aspx?cite=388-295-7050 Washington State Patrol Identification and Criminal History Section PO Box 42633 Olympia, WA 98504-2633 (360) 705-5100 Revised Code 10.97 \$35 - Non-refundable fee for name-based record requested via US Mail \$30 - Non-refundable fee for a fingerprint search \$10 name and date of birth check through WATCH \$5 notary fee No fee for Nonprofits
State Allows FBI Checks:	No Only available if applicant has resided in the state of Washington for less than 3 years
Driving Record Checks:	Available by using a "Request for Abstract of Driving Record". Web site \$10.00
Sex Offender Registry:	Washington Sex Offender Registry
Minimum Wage:	\$8.55 (adjusted annually for inflation)
Coverage and Exemptions:	Covers all employees age 16 or older unless specifically exempt; Exemptions: employees who sleep or reside at the place of employment or spend a substantial part of their work time on call and not actually working; employees of charitable institutions charged with child care responsibilities engaged primarily in development of character or citizenship or promoting health or physical fitness or providing or sponsoring recreational opportunities or facilities for young people or members of the armed

forces; volunteers or nonemployees for an educational, charitable, or nonprofit organization, or a state or local government body or agency; bona fide executives, administrators, or professionals; full-time state and local volunteer services

Subminimum Wage:

Organized seasonal recreational camps: kitchen helpers working more than 27 hours a week, cooks, and all camp employees other than counselors-no less than \$2.00/hour if age 18 or older, or \$1.75 if under age 18; rates for nonresident counselors range from \$36 to \$66/week for a 6-day week; for resident counselors rates range from \$21 to \$51/week for a 6-day week; the minimum daily wage rate for all counselors must be prorated on the 6-day basis. Director of Labor and Industries may set subminimum rates for employees under age 18, learners, apprentices, messengers, and the disabled or handicapped under special certificates for a fixed time; not less than 75% of state minimum wage for student workers; not less than 85% for agricultural workers under age 16. Minors under age 16: at least 85% of minimum wage (can be lower for handicapped minors under special work permits)

Minimum Wage Source:

[Wash. Rev. Code §§49.46.010, 49.46.020, 49.46.060](#); [Wash. Adm. Code §§296-125-043, 296-126-020, 296-126-022, 296-126-204, 296-128-225, 296-128-305, 296-128-535, 296-131-117](#)

Overtime Pay Requirements:

1½ times the regular rate after 40-hour week.

Exemptions:

Those employees exempt from the state minimum wage; employees who request compensatory time off instead of overtime pay; agricultural employees; employees in any industry in which federal law requires overtime pay based on a straight time standard other than 40 hours per week

Meal/Rest Period Requirements:

Meal period: 30 minutes taken 2-5 hours after shift begins, unless work patterns are intermittent; additional 30-minute meal after every 3 hours of overtime. Rest period: 10 minutes in the middle of the work period for every 4 hours worked (unless nature of work allows employees to take frequent breaks).

Other Wages Source:

[Wash. Adm. Code §§296-126-092](#); [Wash. Rev. Code §§49.12.185, 49.46.010, 49.46.130](#)

Additional Info:

** Federal minimum wage rate applies*

West Virginia

Date Revised: 07/16/2009

Government Body:

[Dept of Health and Human Resources, Office of Environmental Health](#)

[Day Camps: Dept of Health and Human Resources- Bureau for Children and Families](#)

License Required:

Yes

License Information:

Camps with food service must be certified by Office of Environmental Health. Day camps must be certified if operating more than 30 days per year.

[Food Requirements and Regulations](#)

[Food Establishment Guidelines](#)

[Day Camp Provisions as Child Care Center](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: Licensed Day Care Centers (camps operating more than 30 days) must complete CBCs on employees.

[West Virginia State Police
Criminal Investigations
725 Jefferson Road
South Charleston, WV 25309
\(304\) 746-2178](#)

State Allows FBI Checks: Yes

Available by Contacting the State Agency. The cost is \$24.

Driving Record Checks: Available through the DMV.

[Web site](#)

\$5

Sex Offender Registry: [West Virginia Sex Offender Registry](#)

Minimum Wage: \$7.25, eff. 7-1-08)

Coverage and Exemptions: Covers employers that employ during any calendar week 6 or more employees in any one separate, distinct, and permanent location or business establishment, unless 80% or more of the workers are covered by the FLSA; Exemptions: employees of children's summer camps; those age 62 or over receiving social security payments; volunteers for educational, charitable, religious, fraternal, or nonprofit organizations where there is no employment relationship; employees of a parent, child or spouse; bona fide professionals, executives, and administrators; part-time employees who are students at an accredited school; on-the-job-trainees

Subminimum Wage: Employees under age 20 must be paid a training wage of \$5.15/hour for up to 90 days. Any business that has not been in operation for more than 90 days when the employee is hired may pay the training wage for an additional 90 days.

Minimum Wage Source: [W. Va. Code §§21-5C-1\(e\), \(f\), 21-5C-2, 21-5C-4](#)

Overtime Pay Requirements: 1½ times the regular rate after 40-hour week. County and municipal government employees—compensatory time off in lieu of overtime pay (generally up to 240 hours; up to 480 hours for public safety and emergency response employees), but after reaching compensatory time limit they must be paid overtime. Certain premiums can be credited against overtime pay: (1) premiums for certain hours worked over 8 a day or 40 a week or in excess of employee's regular working hours; (2) premium pay at not less than time-and-a-half for work on Saturday, Sunday, holidays, regular day of rest or the 6th or 7th day of the workweek; and (3) premium pay

set by employment contract or collective bargaining agreement at not less than time-and-a-half for work outside hours set by the contract or agreement as the regular workweek. Overtime requirements not violated if workweek is longer than 40 hours under an individual or union contract, if the employee has irregular work hours and the contract both (1) specifies a regular rate of not less than the minimum wage and overtime pay of not less than time-and-a-half for hours over 40 a week, and (2) gives a weekly guaranty of pay for not more than 60 hours based on the specified rates. If employee agrees, overtime may be paid as follows: (1) to a piece-worker at 1½ times the piece rate applicable to the same work when done during non-overtime hours; (2) to an employee doing 2 or more kinds of work having different hourly or piece rates at 1½ times the rate for the same work when done during nonovertime hours; and (3) 1½ times the rate set by agreement or understanding, which has been authorized by a regulation of the commissioner as being substantially equivalent to the employee's average hourly earnings, excluding overtime, over a representative period. Additional conditions: (1) the employee's average hourly earnings for the workweek (excluding payments excluded from the regular rate) must be at least minimum wage, and (2) extra overtime pay must be computed and paid on any additional pay that must be included in employee's regular rate.

Exemptions: Those employees exempt from the state minimum wage

Meal/Rest Period Requirments: Meal period: 20 minutes for 6 hours' work, unless employee can eat while working; minors-30-minute lunch period if 5 or more hours of work.

Other Wages Source: [W. Va. Code §§15-2-5, 20-7-1a, 21-3-10a, 21-5C-1, 21-5C-3, 21-6-7\(a\)\(7\)](#)

Additional Info:

** Federal minimum wage rate applies*

Wisconsin

Date Revised: 10/27/2009

Government Body: [Department of Children and Families](#)

License Required: Yes

License Information: [General Licensing Information- Residential Camps](#)

[Wisconsin Statutes \(Residential Camps\)](#)

[Administrative Code \(Residential Camps\)](#)

[General Licensing Information \(Day Camps\)](#)

Criminal Background Checks Required: Yes

Criminal Background Checks Information: Only Day Camps required: www.legis.state.wi.us [Crime Information Bureau](#)
[Attn:Record Check Unit](#)
[PO Box 2688](#)

Madison, WI 53701-2688
608-261-0660

Statutes 19-35

Web-based searches:

\$2- Nonprofit

\$5- Governmental agency

\$13- All other

Mail Requests:

\$7- Nonprofit

\$10- Governmental agency

\$18- All other

Fingerprint Searches:

\$34.25 Employees

\$30.25 Volunteers

State Allows FBI Checks:

Yes

Applicable only for organizations mandated by state statute.
Wisconsin camps typically do not fall in this category.

[Web site](#)

Driving Record Checks:

Request Forms available online.

[Web site](#)

\$5-\$10

Sex Offender Registry:

[Wisconsin Sex Offender Registry](#)

Minimum Wage:

\$7.25*

Coverage and Exemptions:

Covers all employers (including the state and its political subdivisions, all state and local government departments and agencies, and state and local legislatures and courts) and employees unless specifically exempt; Exemptions: casual domestic employees in work that is not connected to the employer's business and occurs on an irregular basis of not more than 15 hours a week for any one employer

Subminimum Wage:

Camp counselors age 18 and over: \$315.00 per week if no room or board provided; \$240 per week if only board provided; and \$189 per week if room and board provided. Camp counselors age 17 or younger: \$275 per week if no room or board provided; \$209 per week if only board provided; and \$165 per week if room and board provided. Opportunity employees (under age 20 during the first 90 consecutive days of employment) and minors (under age 18): \$5.90/hour.

Minimum Wage Source:

[Wis. Adm. Code DWD 272.03, 272.05, 272.07\(3g\), 272.08, 272.09 \(15\)\(c\)\(2\)](#)

Overtime Pay Requirements:

No general provision. 1½ times the minimum wage after 40-hour week for nonexempt employees in: manufacturing, mechanical or mercantile industries; beauty parlors; confectionary stores; telegraph or telephone offices or exchanges, or express or transportation companies; hotels; laundries; restaurants; and state and local government.

Exemptions: Administrators, executives, and professionals; movie theater and amusement or recreational establishment employees; agricultural and domestic workers; employees of certain independent contractors

Meal/Rest Period Requirments: Meal period: at least 30 minutes taken reasonably close to typical meal times (6 a.m., 12 p.m., 6 p.m., and 12 a.m.), or midway in a shift. Working for more than 6 consecutive hours without a meal break is prohibited for minors and discouraged for adults.

Other Wages Source: [Wis. Adm. Code DWD 274.02\(2\), 274.03, 274.04, 270.11\(3\), 274.015](#)

Additional Info:

** Federal minimum wage rate applies*

Wyoming

Date Revised: 06/25/2009

Government Body: [Department of Family Services - Division of Early Childhood: Camps which serve children to age 12](#)

License Required: Yes

License Information: Those serving children to age 12

[Regulations and Resources](#)

[State Statute](#)

Criminal Background Checks Required: No

Criminal Background Checks Information: [Division of Criminal Investigation](#)
316 West 22nd St
Cheyenne, WY 82002
(800) 676-6856

[Statute 7-19](#)

Fingerprint searches only
Employees-\$15 plus \$5 fingerprinting fee
Volunteers- \$10 plus \$5 fingerprinting fee

State Allows FBI Checks: Yes

Only applicable if authorized through state statute. Available through the state system. Fees vary. Results are returned in 6 weeks.

[Web site](#)

Driving Record Checks: Request form available online.

[Web site](#)

\$5

Sex Offender Registry: [Wyoming Sex Offender Registry](#)

Minimum Wage:	\$7.25*
Coverage and Exemptions:	Covers all employees unless specifically exempt; Exemptions: executives, administrators, and professionals; federal and state public employees; volunteers or nonemployees for educational, charitable, religious, or nonprofit organizations; minors under age 18; part-time workers (i.e., 20 or less hours a week)
Subminimum Wage:	At least \$4.25/hour for minors under age 20 for the first 90 days of employment (then pay minimum wage).
Minimum Wage Source:	Wyo. Stat. §§27-4-201, 27-4-202
Overtime Pay Requirements:	No specified state-level requirements. Federal FLSA overtime pay requirements apply for those covered by Act.
Exemptions:	No specified state-level overtime pay requirement exemptions. Federal FLSA overtime pay exemptions apply for those covered by Act.
Meal/Rest Period Requirements:	No specified state-level meal/rest period requirements. Federal FLSA meal/rest period requirements apply for those covered by Act.
Other Wages Source:	Not available

Additional Info:

* Federal minimum wage rate applies