



Commonwealth of Massachusetts
Executive Office of Labor and Workforce Development
Department of Labor Standards
Division of Apprentice Standards

Check Columns 1, 2, 3, 4 & 5 for accuracy.
 Columns 6 & 7 are mandatory fields for active apprentices.
 Column 8 is to be completed by DAS staff.
 Columns 9 & 10 are mandatory fields if Column 11 is 0.
 Minimum of 150 school hours per year.
 Minimum of 1500-2000 work hours per year.

Division of Labor Standards
19 Staniford Street
P. O. Box 146759
Boston, MA 02114

Sponsor: XYZ Company
 Anytown, MA 00000

99891

Invoice No.: A0811069 **Invoice Date:** 07/01/2011 **Date Due:** 08/01/2011

#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11
Reg. No.	Name	Start Date	Card Expires	Current Steps	School Hours	Annual Work Hours Only	New Steps	Completion Date*	Cancellation Date*	Amount Due
E048517	Doe, Jane	08/15/10	08/15/11	1:2						
E048516	Doe, John, Jr	08/15/10	08/15/11	1:2						

No personal checks accepted. Please enclose sponsor check or money order only.

Total:

* If apprentice completed or cancelled please fill out Completion/Cancellation form at www.mass.gov/DAT; the amount due is \$0.00. Otherwise the amount due is \$35.00.