



Guam Department of Labor
**TEMPORARY LABOR CERTIFICATION
APPLICATION CHECKLIST**

Name of Employer: _____

The Application

- ☐ Application for Temporary Labor Certification - Form GDOL 750
- ☐ Form G-28 (*for employers using Attorneys to file the application only*)

The Job Offer

- ☐ Completed Job Order- Form GES 514
- ☐ Proof of Recruitment Efforts Made Prior to Filing the Application
- ☐ Proposed Three Day Advertisement (*called 2nd Ad*)
- ☐ Proof of Publication of Three Day Advertisement
- ☐ Proposed Employment Contract
- ☐ Barracks/ Housing Location Sketch

Justification of Need

CONSTRUCTION INDUSTRY

- ☐ Project Summary Sheet
- ☐ Project Location Sketch
- ☐ Project Contracts – Prime & Sub
- ☐ Building Permits
- ☐ Written Submittal (only if contractor is also the developer)
- ☐ Worksite/Office Location

NON-CONSTRUCTION

- ☐ Audited Financial Statement
- ☐ Written Submittal Justifying the Need for Temporary Alien Workers
- ☐ Worksite/Office Location

Employer Profile, Assurances and Sureties

- ☐ Contractor's License or Business License (for non-construction)
- ☐ Articles of Incorporation or Partnership Agreement
- ☐ Completed Clearance Sheet
- ☐ Notarized Statement of Employer's Assurances
- ☐ Wage Bond
- ☐ Repatriation Bond
- ☐ Statement of Temporary Nature

GDOL USE ONLY

LO Date: _____

Case No.: _____

Date Processed: _____

Caseworker Initials: _____

Date Scanned: _____