



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: _____