Process for obtaining a work permit during the State mandated shut down:

1. On the CB East homepage, go to “News from CB East” and click on the “Application for Work Permit” link. You might have to click the right arrow to get to it.
2. Print and fill out the entire application and have a parent sign it. Even though it says “to be filled out by issuing officer”, we are asking you to fill it out at this time.
3. Email the completed and signed application along with a copy of your birth certificate or passport to Mrs. Rumbas at [mrumbas@cbsd.org](mailto:mrumbas@cbsd.org)
4. Mrs. Rumbas will review the paperwork and if acceptable, she will mail your work permit to your home address.
5. If you have any questions, please contact Mrs. Rumbas at the email address above.