



\*FLAG has been optimized to work with Google Chrome, Safari, and Mozilla Firefox.

Note: This document does not replace the OMB approved form instructions. Please reference the OMB approved form instructions for further details in completing the form.

General Instructions:

- Your response to preliminary questions will determine the mandatory fields and/or appendices that you will be required to complete.
- Each question in the form will feature a question mark symbol. Placing your cursor over this symbol will provide further details as documented in the 9089 form instructions.

More information on the filing of the petition Form I-140 for an occupation included on Schedule A o

**Note:** This is information will capture the employer's recruitment efforts. Each section is specifically recruitment type was used and that the recruitment and Notice of Filing was conducted within the re 656.10, 656.17, 656.18, and 656.21.

**Note:** In accordance with 20 CFR 656.20, non-professional occupation means any occupation for which the attainment of a bachelor's or higher degree is not a usual requirement for the occupation. Only mark one box.

1a. Mark this box if the job opportunity is for a professional occupation other than a college or university teacher filing under 20 CFR 656.18

1b. Mark this box if the job opportunity is for a non-professional occupation.

1c. Mark this box if the job opportunity is for a college or university teacher.

**Note:** If this option is selected, skip

H.b. Occupation Type - All must complete this section. Mark ONE appropriate box below: \* ?

- 1a. This application is for a **professional occupation** (which includes a college or university teacher using the competitive recruitment process) and the recruiting was conducted in accordance with
- 1b. This application is for a **non-professional occupation** and the recruiting was conducted in ac
- 1c. This application is for a **college or university teacher** and the candidate was selected using th in accordance with 20 CFR 656.18. (Skip c. and d. of Section H. and go to Appendix D)
- 1d. None of the above apply because this application is for a **Schedule A or shepherder occupa**
- 1e. None of the above apply because this application is for a **professional athlete**.

- To upload files in FLAG, select "browse" and select the file you wish to upload. Please note that the file types are limited to pdf, doc, docs, txt, xls, and xlsx. The maximum file size is 30MB.



## HOW TO SUBMIT AN ETA-9089 APPLICATION IN FLAG.DOL.GOV

1. Ensure that you have created an account using Login.gov. Please use your Login.gov credentials to access [Foreign Labor Application Gateway](#).
2. Once logged in, the “New Application” tab will automatically launch. The “New Application” tab is used to begin the application process.

The screenshot displays the 'FOREIGN LABOR APPLICATION GATEWAY' interface. A dark blue header bar contains the text 'FOREIGN LABOR APPLICATION GATEWAY' on the left, a bell icon, and 'HELP' on the right. Below the header is a vertical navigation menu with four items: 'New Application' (highlighted with a red box), 'Cases', 'Profiles', and 'My Network'. The main content area is titled 'Choose an application' and features several white cards for different visa categories: H-2B, H-2A, H-1B | H-1B1 | E-3, CW-1, and PERM. Each card includes a title, a brief description, a 'Learn more' link, and a list of associated forms (e.g., Form ETA-9141, Form ETA-9142B, Form ETA-9142A, Form ETA-9142C, Form ETA-9089) with their respective descriptions.



3. Select "Form ETA-9089" under "PERM" to begin filling out an ETA-9089 application.

The screenshot shows the 'FOREIGN LABOR APPLICATION GATEWAY' interface. On the left is a navigation menu with 'New Application', 'Cases', 'Profiles', and 'My Network'. The main area is titled 'Choose an application' and displays several categories: H-2B, H-2A, H-1B | H-1B1 | E-3, CW-1, and PERM. The PERM category is expanded to show 'Form ETA-9141 Prevailing Wage Determination' and 'Form ETA-9089 Permanent Employment Certification', which is highlighted with a red rectangular box.

4. **Preliminary Questions:** Select the occupation type (H.b.) for your application by selecting the appropriate radio button.

H.b. Occupation Type - All must complete this section. Mark ONE appropriate box below: \* [?](#) [Clear](#)

- 1a. This application is for a **professional occupation** (which includes a college or university teacher not selected using the competitive recruitment process) and the recruiting was conducted in accordance with 20 CFR 656.17(e)(1).
- 1b. This application is for a **non-professional occupation** and the recruiting was conducted in accordance with 20 CFR 656.17(e)(2).
- 1c. This application is for a **college or university teacher** and the candidate was selected using the **competitive recruitment process** in accordance with 20 CFR 656.18. (Skip c. and d. of Section H. and go to Appendix D)
- 1d. None of the above apply because this application is for a **Schedule A or shepherdder occupation**.
- 1e. None of the above apply because this application is for a **professional athlete**.

H.a. Is the employer required, by notice from a Certifying Officer, to currently undergo supervised recruitment in accordance with 20 CFR 656.21? \* [?](#)

- Yes
- No

5. For question H.a., select "No" if you're not subject to supervised recruitment; otherwise select "Yes" and upload the Notice of Supervised Recruitment (NSR).



## How to link a Prevailing Wage Determination (PWD) to your ETA-9089 application

1. To link a PWD, select “PWD Case Lookup”. This will bring up a pop-up window where you can select the appropriate PWD. Select the correct PWD and click “Continue”.
2. If no PWD has been created, click on “Create ETA-9141 Application”.

**Form ETA 9141 Case Lookup**

E.1: Enter the valid Prevailing Wage Determination (PWD) case number issued by the Department of Labor to identify the job opportunity and prevailing wage(s) covered by this application.

E.2: If a valid PWD has not been obtained due to the employer being required, by notice from a Certifying Officer, to currently undergo supervised recruitment in accordance with 20 CFR 656.21, indicate whether a completed Form ETA-9141 is attached to this application.

[PWD Case Lookup](#)

[Create ETA-9141 Application](#)

**Form ETA 9141 Case Lookup** X  
CLOSE

Locate your Form ETA-9141, Application for Prevailing Wage Determination (PWD) obtained for the job opportunity. (Use the search below to refine by Case Number, Employer Name, FEIN, Job Title or Determined SOC.)

Type search term here... [Search](#) [Reset](#)

Case Number	Employer Name	FEIN	Job Title	Determined SOC	Determination Date
<input type="radio"/> P-100-22271-547622	Innealta Capital...	82-3587641	Financial Quantitative Analyst	13-2099.01	November 8, 2022
<input type="radio"/> P-100-22262-547005	Black Mamba T...	45-3865927	Director Product Strategy	11-2021.00	November 1, 2022
<input type="radio"/> P-100-22260-546965	Washington Re...	12-3456982	Physical Therapist - Program Director	11-9111.00	September 21, 2022
<input type="radio"/> P-100-22260-546962	Washington Re...	12-3456982	Physical Therapist - Program Director	11-9111.00	September 23, 2022
<input type="radio"/> P-100-22259-546956	The Florida Sta...	59-1961248	Linguistics Faculty	25-1123.00	September 20, 2022
<input checked="" type="radio"/> P-100-22244-520586	Advanced Shee...	20-5218544	Software Engineer	15-1252.00	November 1, 2022
<input type="radio"/> P-100-22243-520552	Sunset Rain	11-1234567	Controller	11-3031.01	November 1, 2022
<input type="radio"/> P-100-22243-520515	Masterpiece Ad...	81-0912239	Senior Sales Engineer	41-9031.00	September 8, 2022
<input type="radio"/> P-100-22243-520512	SATAD	01-1112212	INTERMEDIATE ENGINEER	17-2051.00	September 9, 2022
<input type="radio"/> P-100-22243-520508	CharityRun	12-3456789	Cost Accountant	13-2011.00	November 2, 2022

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[Continue](#)



3. The user will receive a notification. Click “Acknowledge & Finish”.

A notification box with a warning icon (exclamation mark in a triangle) in the top left and a close button (X) in the top right labeled "CLOSE". The text inside reads: "Modifying fields imported from your Prevailing Wage determination may lead to delays in processing your application." At the bottom left is a "Back" button, and at the bottom right is a blue "Acknowledge & Finish" button, which is highlighted with a red border.

4. Once your PWD is linked to the application you will find the PWD identification number as listed in the example below. You may click the link to see the PWD or click “Clear” to remove the Primary PW. When ready, please click “Continue”.

**Form ETA 9141 Case Lookup**

E.1: Enter the valid Prevailing Wage Determination (PWD) case number issued by the Department of Labor to identify the job opportunity and prevailing wage(s) covered by this application.

E.2: If a valid PWD has not been obtained due to the employer being required, by notice from a Certifying Officer, to currently undergo supervised recruitment in accordance with 20 CFR 656.21, indicate whether a completed Form ETA-9141 is attached to this application.

PRIMARY PW P-100-23030-049332 [Clear](#)

**Linked 9141**

Select the link above if you would like to review the prevailing wage determination you have associated with this application. If you wish to link a different prevailing wage determination, please use the PWD Case Lookup function above to update this link.



## Employer Information

1. Fields in this section will be pre-populated from your PWD. Verify information is correct and complete mandatory fields.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- A Employer Information**
- B Employer Point-of-Contact Information
- C Attorney or Agent Information
- D Foreign Worker Information
- E Job Opportunity and Wage Information
- F.a Worksite Information
- F.b Additional Worksites
- F.c Other Definable Geographic Area(s)
- G Additional Job Opportunity Information and Other Requirements
- H.c Professional/Non-Professional Recruitment Information

A.12. Federal Employer Identification Number (FEIN from IRS) \* ⓘ  
27-2210533

A.13. NAICS Code \* ⓘ  
11121 — 111219

A.14. Number of current employees on payroll in the area of intended employment \* ⓘ  
  
**This field is required.**

A.15. Year Commenced Business (if household, year issued FEIN) \* ⓘ  
  
**This field is required.**

A.16. Is the employer a closely held corporation, partnership, or sole proprietorship in which the foreign worker has an ownership interest? \* ⓘ  
 Yes  
 No  
**This field is required.**

A.17. Is there a familial relationship between the foreign worker and the owners, stockholders, partners, corporate officers, and/or incorporators? \* ⓘ  
 Yes  
 No  
**This field is required.**

Enter the number of employees currently on the employer's payroll (i.e., employees employed by the employer) in the area of intended employment. The area of intended employment is the area within normal commuting distance of the address of the place of intended employment.

Save & Quit      Back      Continue



## Employer Point-of-Contact Information

1. Fields in this section will be pre-populated from your PWD. Verify information is correct and complete mandatory fields.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- B Employer Point-of-Contact Information**
- C Attorney or Agent Information
- D Foreign Worker Information
- E Job Opportunity and Wage Information
- F.a Worksite Information
- F.b Additional Worksites
- F.c Other Definable Geographic Area(s)
- G Additional Job Opportunity Information and Other Requirements
- H.c Professional/Non-Professional Recruitment Information

### Employer Point-of-Contact Information

*An employer point of contact is a person employed by the employer whose position authorizes the person to provide information and supporting documentation concerning the Application for Permanent Employment Certification and to communicate with the Department on behalf of the employer. The employer point of contact should be the individual most familiar with the content of the application and circumstances of the permanent employment offered through this application.*

**Note:** The employer point of contact information in this Section—specifically, the name, telephone number, and email address—must be different from the attorney/agent information listed in Section C, except when an attorney listed in Section C is an employee of the employer.

#### Name & Title

Select an Employer Point of Contact profile to populate this section (optional)

B.1. Contact's Last (family) Name \*

B.2. First (given) Name \*

B.3. Middle Name(s) §

B.4. Contact's Job Title \*

#### Address



# Attorney or Agent Information

1. Fields in this section will be pre-populated from your PWD.
2. For question C.1., select the Employer’s type of representation.

3. Otherwise, you may select an attorney/agent from your profiles to populate this section or manually enter the information. If unrepresented, select “None.” Click “Continue.”





## Foreign Worker Information

1. The foreign worker section ties into Appendix A, where information is collected about the Foreign Worker and their education, qualifications, skills, and experience.
2. Choose the appropriate answer for question D.2.

The screenshot shows the 'Foreign Worker Information' section of the Form ETA-9089. On the left is a navigation menu with five items: 'Preliminary Questions', 'Employer Information', 'Employer Point-of-Contact Information', 'Attorney or Agent Information', and 'D Foreign Worker Information'. The 'Foreign Worker Information' item is selected and highlighted with a blue circle containing the letter 'D'. The main content area is titled 'Foreign Worker Information' and contains two questions. Question D.1 is partially visible: 'D.1. A completed Appendix A identifying the foreign workers being sponsored for permanent employment by the employer named in section A of this application is attached. \* ?'. Below it is a blue button labeled 'Go to Appendix A'. Question D.2 is highlighted with a red rectangular box: 'D.2. Has the employer contracted with an agent or attorney that also represents the foreign worker covered by this application? \* ?'. Below the question are two radio button options: 'Yes' and 'No'. At the bottom of the form are three buttons: 'Save & Quit', 'Back', and 'Continue'.

Link to [Appendix A](#) section of User Guide.



# Job Opportunity and Wage Information

- Under Job Opportunity and Wage Information, fields E.1 and E.2 were pre-populated by the linked PWD. Note that these fields are grayed out and cannot be edited.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- E**
- Job Opportunity and Wage Information
- F.a Worksite Information
- F.b Additional Worksites
- F.c Other Definable Geographic Area(s)
- G Additional Job Opportunity Information and Other Requirements

## Job Opportunity and Wage Information

***Note:** The job opportunity and wage information data will be directly imported from the Form ETA-9141, Application for Prevailing Wage Determination associated with the PWD tracking number. The PWD captures the employer and agent information, as well as the specific job requirements, special skills, licenses, certifications, etc., required for the job opportunity. The PWD also lists the specific worksite(s) where the work will be performed. OFLC's electronic filing system will use this same information to confirm the area of intended employment and the job duties and requirements for the job opportunity listed on the Form ETA-9089. By using the PWD tracking number to link and pre-populate certain areas of the Form ETA-9089, OFLC enhances the application submission and review process by reducing the amount of time and potential data entry errors associated with manually entering data into fields that historically have not been linked, which produces more accurate applications that can be reviewed more quickly. This enhancement also limits any modification between the approval of the PWD and the filing of the Form ETA-9089, thus reducing potential clerical errors that would result in a request for information, Audit Notification, or Denial. If the PWD includes two wages, the wage in Section G.4 of the PWD is based on the minimum requirements, and the wage in Section G.5 of the PWD is based on the alternative requirements. The higher of the two wages as the determined prevailing wage must be used when completing the Form ETA-9089, Application for Permanent Employment Certification. The offered wage must be equal to or greater than the higher wage of the two sets of requirements. If the employer submits a Form ETA-9089 with only one set of requirements (whether the minimum or alternative requirements), the offered wage in Section E.3 must be at least the prevailing wage associated with that set of requirements on the PWD.*

*In the event that an employer must file the Form ETA-9089 by mail, OFLC's electronic filing system will link the approved PWD by tracking number. **The PWD sections that will be linked to the Form ETA-9089 are the Employer Information, Attorney or Agent Information, the Wage Source, and the Job Offer Information.***

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E.1. Enter the valid Prevailing Wage Determination (PWD) case number issued by the Department of Labor to identify the job opportunity and prevailing wage(s) covered by this application. \* ⓘ

P-100-23005-049134

E.2. If a valid PWD has not been obtained due to the employer being required, by notice from a Certifying Officer, to currently undergo supervised recruitment in accordance with 20 CFR 656.21, indicate whether a completed Form ETA-9141 is attached to this application. \* ⓘ

Yes

- Enter the wage data into the Offered Wage fields (E.3. – E.5.) and click “Continue”.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- E**
- Job Opportunity and Wage Information
- F.a Worksite Information
- F.b Additional Worksites
- F.c Other Definable Geographic Area(s)
- G Additional Job Opportunity Information and Other Requirements

Your 9141 Prevailing Wage  
63918

Your 9141 Prevailing Wage Rate  
Annual

E.3. Offered Wage \* ⓘ

From \*

\$000,000.00

To

\$000,000.00

E.4. Per (Choose only one) \* ⓘ

Hour

Week

Bi-Weekly

Month

Year

E.5. Additional conditions about the offered wage (Enter up to 500 characters) § ⓘ



## Worksite Information

1. If your PWD has one worksite identified, the worksite information from your PWD should be pre-populated for you. Enter the appropriate response to question F.a.1. Click Continue.

Form ETA-9089  
Permanent Employment Certification

- 
- 
- 
- 
- 
- 
- F.a. Worksite Information**
- 
- 
- 
-

### Worksite Information

**There is 1 field level error on this page**

- Field F.a.1: This field is required.

*Note: It is important for the employer to define the area of intended employment with as much geographic specificity as possible by identifying every worksite location where work will be performed. This information is used for purposes of reviewing and verifying regulatory compliance with advertising, notice posting, and prevailing wage requirements.*

F.a.1. Type of worksite location that best describes where work will be performed (Choose Only One) ?

Business Premises  
 Employer's private household (includes live-in and domestic household worker)  
 Employee's private residence (when work is performed directly out of the residence)  
 No one specific worksite address or physical location

**This field is required.**

F.a.2. Worksite Address ?

123 Main St

F.a.3. Worksite Address (apartment/suite/floor and number) ?

F.a.4. City ?

City

F.a.6. State/District/Territory ?

FLORIDA

2. If your PWD has multiple worksites identified, you will see a blue bar as shown below with button "Select Worksite". Click "Select Worksite".

Form ETA-9089  
Permanent Employment Certification

- 
- 
- 
- 
- 
- 
- F.a. Worksite Information**

### Worksite Information

*Note: It is important for the employer to define the area of intended employment with as much geographic specificity as possible by identifying every worksite location where work will be performed. This information is used for purposes of reviewing and verifying regulatory compliance with advertising, notice posting, and prevailing wage requirements.*

Select a worksite location to populate this section Select Worksite

F.a.1. Type of worksite location that best describes where work will be performed (Choose Only One) ?

Business Premises  
 Employer's private household (includes live-in and domestic household worker)  
 Employee's private residence (when work is performed directly out of the residence)  
 No one specific worksite address or physical location

**This field is required.**

F.a.2. Worksite Address ?



3. Select the worksite you want and click “Finish”. The worksite information from your PWD should be pre-populated for you. To add additional worksites, select Yes in Section F.b.1.

### Select Worksite X CLOSE

Select a worksite below from your Prevailing Wage Determination(s), which is relevant to the employment described in this application.

	City	State	County	MSA Name / OES ...
<input type="radio"/>	Atlanta	GEORGIA	FULTON	Atlanta-Sandy Spri...
<input type="radio"/>	City 1	TEXAS		Dallas-Fort Worth-...
<input type="radio"/>	City 4	DISTRICT OF COL...	DISTRICT OF COL...	Washington-Arlingt...
<input type="radio"/>	City 3	DELAWARE	KENT	Dover, DE
<input type="radio"/>	city 2	GEORGIA		Augusta-Richmond...

Page  of

4. Complete field F.a.1 to indicate the type of worksite location. Click Continue.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information

## Worksite Information

**Note:** It is important for the employer to define the area of intended employment with as much geographic specificity as possible by identifying every worksite location where work will be performed. This information is used for purposes of reviewing and verifying regulatory compliance with advertising, notice posting, and prevailing wage requirements.

F.a.1. Type of worksite location that best describes where work will be performed (Choose Only One) \* (?)

- Business Premises
- Employer's private household (includes live-in and domestic household worker)
- Employee's private residence (when work is performed directly out of the residence)
- No one specific worksite address or physical location



5. If you choose “No one specific worksite address or physical location” the other fields will be marked N/A and you will skip to section F.b. Additional Worksites. Click “Continue”.

Form ETA-9089  
Permanent Employment Certification

- ✓ Preliminary Questions
- ✓ Employer Information
- ✓ Employer Point-of-Contact Information
- ✓ Attorney or Agent Information
- ✓ Foreign Worker Information
- ✓ Job Opportunity and Wage Information
- F.a Worksite Information**
- F.b Additional Worksites
- F.c Other Definable Geographic Area(s)

### Worksite Information

**Note:** It is important for the employer to define the area of intended employment with as much geographic specificity as possible by identifying every worksite location where work will be performed. This information is used for purposes of reviewing and verifying regulatory compliance with advertising, notice posting, and prevailing wage requirements.

F.a.1. Type of worksite location that best describes where work will be performed (Choose Only One) \* ? [Clear](#)

- Business Premises
- Employer's private household (includes live-in and domestic household worker)
- Employee's private residence (when work is performed directly out of the residence)
- No one specific worksite address or physical location

F.a.2. Worksite Address \* ?

N/A

F.a.3. Worksite Address (apartment/suite/floor and number) \$ ?

N/A

F.a.4. City \* ?

N/A

F.a.6. State/District/Territory \* ?

N/A



## Additional Worksites

1. If you have multiple worksites, they should have been identified in your Appendix A of your PWD. If you have multiple worksites, select “Yes” to question F.b.1. You will also have to complete Appendix B.

Form ETA-9089  
Permanent Employment Certification

✓ Preliminary Questions  
✓ Employer Information  
✓ Employer Point-of-Contact Information  
✓ Attorney or Agent Information  
✓ Foreign Worker Information  
✓ Job Opportunity and Wage Information  
✓ Worksite Information  
F.b. **Additional Worksites**

**There is 1 field level error on this page**

- Field F.b.1: This field is required.

**Note:** Additional worksites must be one or more of the additional worksites identified in Appendix A of the Form ETA-9141 for this specific job opportunity and must have the appropriate wage offer rate. Worksites within the same Bureau of Labor Statistics (BLS) Area (Metropolitan or Non-Metropolitan Statistical Areas) should also be listed if a Notice of Filing will be posted at that location.

F.b.1. Will work be performed in geographic areas other than the one identified in Section F.a.? <sup>?</sup>

Yes  
 No

**This field is required.**

F.b.2. If "yes" is marked in question F.b.1 indicate whether a completed Appendix B is attached to this application. <sup>?</sup>

[Go to Appendix B](#)

[Save & Quit](#) [Back](#) [Continue](#)

*Note: if you selected “No one specific worksite address or physical location” in question F.a.1, the system automatically puts in a “Yes” in question F.b.1 and the “No” response is grayed out.*

Link to [Appendix B](#) section of this user guide.



## Other Definable Geographic Area(s)

1. In question F.c.1., enter the geographic area(s) where work will be performed.



- ✓ Preliminary Questions
- A Employer Information
- ✓ Employer Point-of-Contact Information
- ✓ Attorney or Agent Information
- ✓ Foreign Worker Information
- ✓ Job Opportunity and Wage Information
- ✓ Worksite Information
- ✓ Additional Worksites
- F.c Other Definable Geographic Area(s)**

### Other Definable Geographic Area(s)

**IMPORTANT:** Complete this question only where the specific MSA(s) are not known or the expected area(s) of intended employment are dispersed over a wide geographical area. If submitting this form non-electronically, and not applicable, enter "N/A". If the job opportunity requires roving, travel or possible relocation, enter the phrase "Various Worksites", otherwise, enter "N/A".

F.c.1. Identify the geographic area(s) where work will be performed. For example, this can include a listing of cities or townships/states, counties/states, or states located within a geographic region (up to 1,500 characters). § ⓘ

0 / 1500 character limit

Save & Quit

Back

Continue



## Additional Job Opportunity Information and Other Requirements

1. Respond to questions G.1. through G.12. If you decide to change your answer to any of these questions, please select “Clear” next to each question. This will clear the initial and dependent fields.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements**

### Additional Job Opportunity Information and Other Requirements

**IMPORTANT INSTRUCTIONS FOR QUESTIONS 6 THROUGH 12**

For each question marked “Yes,” the employer must complete one (1) section of the Form ETA-9089 – Appendix C to provide a brief explanation justifying the response.

G.1. Is this a permanent position offering full-time employment of generally 35 hours or more? \* ⓘ

- Yes
- No

G.2. Is the employer seeking permanent labor certification for a live-in household domestic service worker? \* ⓘ

- Yes
- No

G.2a. If “Yes” is marked in question G.2, indicate whether the foreign worker possesses one year of paid experience as a live-in household domestic service worker? § ⓘ

- Yes
- No
- N/A

G.2b. If “Yes” is marked in Question G.2, indicate whether the employer and foreign worker have executed the required employment contract? § ⓘ

- Yes
- No
- N/A

G.2c. If “Yes” is marked in Question G.2b, indicate whether the employer provided a copy of the employment contract to the foreign worker? § ⓘ





2. Questions G.6. – G.12. will determine if an Appendix C is required as part of the PERM application. If you answer “Yes” to any of these questions, you will need to complete Appendix C to provide additional information for these questions. Click Continue.

Form ETA-9089  
Permanent Employment Certification

**IMPORTANT:** If “Yes” is marked in any of the questions below, complete the respective section of the Form ETA-9089, **Appendix C** to provide a brief explanation justifying response.  
[Go to Appendix C](#)

G.6. Does the job opportunity require the worker to live on the employer’s premises? \* [?](#)

Yes  
 No

G.7. Does the job opportunity in Section F of the PWD identified in Question E.1 involve a combination of occupations? \* [?](#)

Yes  
 No

G.8. Is proficiency in a foreign language required or preferred to perform the job duties identified in Section F of the PWD identified in Question E.1? \* [?](#)

Yes  
 No

G.9. Do the job requirements identified in Section F of the PWD identified in Question E.1 exceed the Specific Vocational Preparation(SVP) level assigned to the occupation as how in the O\*NET Job Zones? \* [?](#)

Yes  
 No  
 N/A

G.10. Did the employer use a credentialing service to qualify the foreign worker’s education and/or experience requirements in Section F of the PWD identified in Question E.1? \* [?](#)

Yes  
 No  
 N/A

G.11. Has the employer received payment of any kind for the submission of this application? \* [?](#)

Yes  
 No

G.12. Has the employer had a layoff in the occupation involved in this application or in a related occupation within the 6 months immediately preceding the filing of this application in the area of intended employment? \* [?](#)

Yes  
 No

[Save & Quit](#) [Back](#) [Continue](#)

Link to [Appendix C](#) section of this user guide.



# Professional/Non-Professional Recruitment Information

1. Answer questions H.c.1a through H.C.3b. Click Continue.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- H.c. Professional/Non-Professional Recruitment Information**
- H.d. Additional Recruitment Requirements for Professional Occupations
- H.e. Notice of Posting
- Employer Labor Condition Statements

### Professional/Non-Professional Recruitment Information

**Note:** In accordance with 20 CFR 656.17(e)(1)(i), two (2) of the steps—a job order and two print advertisements — are mandatory for all applications, except applications for college or university teachers selected in a competitive selection and recruitment process, as provided in 20 CFR 656.18.

**Note:** The mandatory recruitment steps for professional occupations must be conducted at least 30 days, but no more than 180 days, before filing the application.

H.c.1a. Start date of SWA job order § ⓘ

H.c.1b. End date of SWA job order § ⓘ

H.c.2. Is there a Sunday edition of a newspaper (of general circulation) in the area of intended employment? § ⓘ  
 Yes  
 No  
 N/A

H.c.2a. Name of the newspaper of general circulation in which an advertisement was placed § ⓘ

H.c.2b. Advertisement date § ⓘ

H.c.3. Which of the following did the employer use to place the other advertisement for the job opportunity? (Choose only one) § ⓘ  
 Newspaper of general circulation  
 Professional journal  
 N/A

H.c.3a. Name of the newspaper or professional journal in which an advertisement was placed § ⓘ

H.c.3b. Advertisement date § ⓘ

*Note: If your selected occupation type is Professional Athlete OR college or university teacher selected using the competitive recruitment process, the system will automatically mark this section “complete” as this section is not needed.*



## Additional Recruitment Requirements for Professional Occupations

1. If you selected professional occupation in the preliminary questions, you will be required to identify at least 3 additional recruitment steps.
2. Check the appropriate boxes next to the recruitment event. Enter “From” and “To” dates using the date picker or manually input using the mm/dd/yyyy format.
3. If you need to delete an entry, uncheck the box next to the recruitment event and click the x next to date entry in the date fields. Click Continue.

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- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional Recruitment Information
- H.d Additional Recruitment Requirements for Professional Occupations**

### Additional Recruitment Requirements for Professional Occupations

**There is 1 field level error on this page**  
 • Field H.d: Please complete at least three.

**Note:** If the job for which certification is sought is in a professional occupation, the employer must select three additional recruitment steps from the alternatives listed in 20 CFR 656.17(e)(1)(ii)(A)-(J). Only one of the additional steps may consist solely of activity that took place within 30 days of the filing of the application. None of the steps may have taken place more than 180 days prior to filing the application, in accordance with 20 CFR 656.17(e)(1)(ii).

**Important:** A minimum of three (3) recruitment events listed below must be completed

**Please complete at least three.**

	Recruitment Event	From	To
<input type="checkbox"/>	Job fair §	1.a <input type="text" value="mm/dd/yyyy"/> ?	1.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Employer website §	2.a <input type="text" value="mm/dd/yyyy"/> ?	2.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Job search website §	3.a <input type="text" value="mm/dd/yyyy"/> ?	3.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	On-campus recruiting §	4.a <input type="text" value="mm/dd/yyyy"/> ?	4.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Trade or professional organization §	5.a <input type="text" value="mm/dd/yyyy"/> ?	5.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Private employment firm §	6.a <input type="text" value="mm/dd/yyyy"/> ?	6.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Employee referral program §	7.a <input type="text" value="mm/dd/yyyy"/> ?	7.b <input type="text" value="mm/dd/yyyy"/> ?
<input type="checkbox"/>	Campus placement office §	8.a <input type="text" value="mm/dd/yyyy"/> ?	8.b <input type="text" value="mm/dd/yyyy"/> ?

*Note: If your selected occupation type is Non-Professional, Professional Athlete OR College or University Teacher selected using the competitive recruitment process, the system will automatically mark this section “complete” as this section is not needed.*



# Notice of Posting

1. Select one or more checkboxes for Notice of Posting then click Continue.

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- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional Recruitment Information

## Notice of Posting

**Note:** The employer must provide notice of the filing of the Application for Permanent Employment Certification and must be able to document that notice was provided to the bargaining representative, or if there is no bargaining representative, by posting the notice to the employer's employees at the facilities or location(s) of employment, as indicated in Form ETA-9089 – Appendix B, in accordance of 20 CFR 656.10(d). Mark **ALL** boxes that apply in this section, but please note that 1c and 1d should only be selected if 1b is selected, and only one box should be selected if 1a, 1e, or 1f is selected.

---

**H.e.1a Bargaining Representative** [?](#)

Notice of this filing has been provided to the bargaining representative for workers in the occupation in which the foreign worker will be employed at least 30 days before, but not more than 180 days before, the date the application was filed.

**H.e.1b No Bargaining Representative - Physical Notice** [?](#)

Notice of this filing has been physically posted to employees for consecutive business days in a conspicuous location at the places of employment at least 30 days before, but not more than 180 days before, the date this application was filed.

**H.e.1c No Bargaining Representative - Electronic Notice** [?](#)

Notice of this filing has been disseminated electronically at least one (1) time, which is the employer's normal practice of informing current employees of job vacancies at least 30 days before, but not more than 180 days before, the date this application was filed.

**H.e.1d No Bargaining Representative - In-House Notice** [?](#)

Notice of this filing has been disseminated using all in-house media, which is the employer's normal practice of informing current employees of job vacancies at least 30 days before, but not more than 180 days before, the date this application was filed.

**H.e.1e No Bargaining Representative - Private Household** [?](#)

Notice of this filing has been posted physically and/or disseminated electronically, in accordance with the employer's normal practice of informing current employees in the private household at least 30 days before, but not more than 180 days before, the date this application was filed.

**H.e.1f** [?](#)

The employer **DID NOT** post the notice of filing.

---



# Employer Labor Condition Statements

1. Read the employer attestations, check the “I certify” box, and then click Continue.

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- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional Recruitment Information
- Additional Recruitment Requirements for Professional Occupations
- Notice of Posting

## Employer Labor Condition Statements

**Note:** Read the employer attestations carefully before signing. It is the employer’s responsibility to verify the accuracy of the application and to understand all of the attestations in this section. Applications for Professional Athletes must attest to only conditions 1 – 7.

- (1) The offered wage equals or exceeds the prevailing wage determined pursuant to 20 CFR 656.40 and 656.41, and the wage the employer will pay to the foreign worker to begin work will equal or exceed the prevailing wage that is applicable at the time the foreign worker begins work or from the time the foreign worker is admitted to take up the certified employment.
- (2) The wage offered is not based on commissions, bonuses, or other incentives, unless the employer guarantees a prevailing wage paid on a weekly, bi-weekly, or monthly basis that equals or exceeds the prevailing wage.
- (3) The employer has enough funds available to pay the wage or salary offered the foreign worker.
- (4) The employer will be able to place the foreign worker on the payroll on or before the date of the foreign worker’s proposed entrance into the United States.
- (5) The job opportunity does not involve unlawful discrimination by race, creed, color, national origin, age, sex, religion, handicap, or citizenship.
- (6) The employer’s job opportunity is not:
  - (i) Vacant because the former occupant is on strike or locked out in the course of a labor dispute involving a work stoppage; or
  - (ii) At issue in a labor dispute involving a work stoppage.
- (7) The job opportunity’s terms, conditions, and occupational environment are not contrary to Federal, state or local law.
- (8) The job opportunity has been and is clearly open to any U.S. worker.
- (9) The U.S. workers who applied for the job opportunity were rejected for lawful job-related reasons.
- (10) The job opportunity is for full-time, permanent employment for an employer other than the foreign worker.

1. ?

I certify under penalty of perjury my knowledge of and compliance with the applicable Labor Condition Statements above covering the conditions of employment for the job opportunity and foreign worker covered by this application. 20 CFR 656.10(c).

Save & Quit

Back

Continue



## Preparer

1. Complete this section only if the Preparer of this application is a person other than the Employer Point of Contact or the Attorney/Agent. This section is not required. Click “Continue.”

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- ✓ Worksite Information
- ✓ Additional Worksites
- ✓ Other Definable Geographic Area(s)
- ✓ Additional Job Opportunity Information and Other Requirements

### Preparer

*Complete this section if the preparer of this application is a person other than the one identified in either Section B (employer point of contact) or section C (attorney or agent) of this application.*

J.1. Last (family) Name § ?

J.2. First (given) Name § ?

J.3. Middle Name(s) § ?

J.4. Law Firm/Business FEIN § ?  
##-#####

J.5. Law Firm/Business Name § ?

J.6. Law Firm/Business Email Address § ?



# APPENDICES

## Appendix A.A - Foreign Worker Contact Information

1. Under Foreign Worker, enter the mandatory information.

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### Appendix A.A - Foreign Worker Contact Information

**Note:** The foreign worker information in this section must be different from the attorney/agent information listed in Section C and **must be different** from the employer information listed in sections B and C, unless the employer's job opportunity is for a live-in household domestic service worker. Appendix A must be submitted with the Form ETA-9089 in order for the application to be considered complete. If filing electronically, Appendix A will be available in the electronic filing system. If filing by mail, the employer must download and submit the Form ETA-9089 – Appendix A, and all other required appendices. **In accordance with 20 CFR 656.17(a), the Department will not certify incomplete applications.** Applications and documents submitted by mail should include a cover page with the name, title, address, and phone number of the point of contact. The cover page should also index the documents included in the mailing.

#### Foreign Worker

A.1. Foreign Worker's Last ( family) Name \* ?

A.2. Foreign Worker's First (given) Name \* ?

A.3. Foreign Worker's Middle Name(s) \* ?

2. Enter Foreign Worker address information.

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#### Foreign Worker - Address

A.4. Address 1 (current) \* ?

A.5. Address 2 (apartment/suite/floor and number) § ?

A.9. Country \* ?

A.6. City \* ?

A.7. State \* ?

A.8. Postal Code \* ?

A.10. Province § ?



### 3. Enter Foreign Work Citizenship Information and click Continue.

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- ✓ Additional Worksites
- ✓ Other Definable Geographic Area(s)
- ✓ Additional Job Opportunity Information and Other Requirements
- ✓ Professional/Non-Professional Recruitment Information

A.7. State \* <sup>?</sup>

A.8. Postal Code \* <sup>?</sup>

A.10. Province \$ <sup>?</sup>

**Foreign Worker - Citizenship**

A.11. Date of Birth (mm/dd/yyyy) \* <sup>?</sup>

A.12. Class of Admission \* <sup>?</sup>

A.13. Alien Registration Number (A#) (if applicable) \* <sup>?</sup>

A.14. Country of Birth \* <sup>?</sup>

A.15. Country of Citizenship or Nationality \* <sup>?</sup>

Save & Quit

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Continue





## Appendix A.B - Foreign Worker Education

1. Click on the blue hyperlink “+ Add Foreign Worker Education”.

**Appendix A.B - Foreign Worker Education**

**Note:** This section is required if there is an educational requirement for the job opportunity. Identify any relevant diplomas/degrees attained that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. List the most recent diploma/degree attained first and complete every field for each set. This section will collect five (5) sets of diplomas/degrees. For electronic filings, if the employer needs to disclose more sections of educational attainment information, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of educational attainment sets B.c through B.e under this section of the Appendix to complete and attach to the Form ETA-9089. **Submission of additional educational information in any other form or format will not be accepted.**

If the foreign worker does not hold relevant U.S. diplomas/degrees or foreign equivalent, mark “None” in question 1 and in questions 1a through 1e, enter “N/A” or leave blank, as appropriate. Where the foreign worker attained a diploma/degree outside the U.S., mark “Other” and specify the U.S. equivalent of the diploma/degree.

Education	Major	Institution	Country	Month/Year	Actions
<a href="#">+ Add Foreign Worker Education</a>					

Buttons: Save & Quit, Back, Continue

2. Complete fields 1 – 1.e. for any education relevant to job opportunity and click Save.

**Add Foreign Worker Education**

1. Education: U.S. Diploma/Degree attained relevant to the job opportunity \* [Clear](#)

None  
 High School/GED  
 Associate  
 Bachelor's  
 Master's  
 Doctorate (PhD)  
 Other Degree (JD, MD, etc.)

1.a If "Other Degree" in question 1, specify the diploma/degree attained \* [?](#)

Diploma ABC

1.b Specify major(s) and/or field(s) of study (may list more than one related major and more than one field) \* [?](#)

Major ABC

1.c Name of Institution that issued the degree/diploma \* [?](#)

Institution ABC

1.d Name of Country of institution identified in question 1c \* [?](#)

MALAYSIA

1.e Month/year attained \* [?](#)

12/2015

Buttons: Remove Foreign Worker Education, Cancel, Save



3. Under “Actions”, you can click “Edit” to modify or remove the education information you entered.

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- ✓ Foreign Worker Information
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- ✓ Worksite Information
- ✓ Additional Worksites

## Appendix A.B - Foreign Worker Education

**Note:** This section is required if there is an educational requirement for the job opportunity. Identify any relevant diplomas/degrees attained that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. List the most recent diploma/degree attained first and complete every field for each set. This section will collect five (5) sets of diplomas/degrees. For electronic filings, if the employer needs to disclose more sections of educational attainment information, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of educational attainment sets B.c through B.e under this section of the Appendix to complete and attach to the Form ETA-9089. **Submission of additional educational information in any other form or format will not be accepted.**

If the foreign worker does not hold relevant U.S. diplomas/degrees or foreign equivalent, mark “None” in question 1 and in questions 1a through 1e, enter “N/A” or leave blank, as appropriate. Where the foreign worker attained a diploma/degree outside the U.S., mark “Other” and specify the U.S. equivalent of the diploma/degree.

### 1 Foreign Worker Education

Education	Major	Institution	Country	Month/Year	Actions
Other Degree	Major ABC	Institution ABC	MALAYSIA	12/2015	<a href="#">Edit</a>

[+ Add Foreign Worker Education](#)

Save & Quit

Back

Continue



## Appendix A.C - Foreign Worker Training Qualifications

1. Click on the blue hyperlink “+ Add Foreign Worker Training”.

Form ETA-9089  
Permanent Employment Certification

Preliminary Questions  
Employer Information  
Employer Point-of-Contact Information  
Attorney or Agent Information  
Foreign Worker Information  
Job Opportunity and Wage Information  
Worksite Information

### Appendix A.C - Foreign Worker Training Qualifications

**Note:** This section is required if training, a certification(s), and/or a license(s) is required for the job opportunity. Identify any relevant completed training programs, coursework, and/or other training experience (other than employment) that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. This may include, but is not limited to, programs, coursework, training experience (other than employment), etc. List the most recent training completed first. Be sure to complete every field for each set. This section will collect three (3) sets of information related to training, certifications, and/or licensure. For electronic filings, if the employer needs to disclose more sections of training, certification, and/or licensure information, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of training, certification, and/or licensure information sets C.a through C.c under this section of the Appendix to complete and attach to the Form ETA-9089. **Submission of additional training qualifications in any other form or format will not be accepted.**

#### Foreign Worker Training

Institution	Name of Training	Certification(s)	Start Date	End Date	Awarded Date	Actions
<a href="#">+ Add Foreign Worker Training</a>						

Save & Quit      Back      Continue

2. Complete fields 1 – 1.e. for the institution, school, or training provider that conducted the foreign worker training and click Save.

### Add Foreign Worker Training

1 Name of Institution/School/Training provider \* ?  
Training Institution 1

1.a Name of training, coursework, experience received \* ?  
Training A

1.b Training/certifications/licenses attained (if applicable) \* ?  
Training A Certificate

1.c Start date of training ?  
01/2015

1.d End date of training ?  
12/2016

1.e Month/year awarded ?  
01/2017

Cancel      Save



3. Under Actions, you can click “Edit” to modify or remove the training information you entered.

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- ✓ Preliminary Questions
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- ✓ Worksite Information
- ✓ Additional Worksites

## Appendix A.C - Foreign Worker Training Qualifications

**Note:** This section is required if training, a certification(s), and/or a license(s) is required for the job opportunity. Identify any relevant completed training programs, coursework, and/or other training experience (other than employment) that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. This may include, but is not limited to, programs, coursework, training experience (other than employment), etc. List the most recent training completed first. Be sure to complete every field for each set. This section will collect three (3) sets of information related to training, certifications, and/or licensure. For electronic filings, if the employer needs to disclose more sections of training, certification, and/or licensure information, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of training, certification, and/or licensure information sets C.a through C.c under this section of the Appendix to complete and attach to the Form ETA-9089 **Submission of additional training qualifications in any other form or format will not be accepted.**

### 1 Foreign Worker Training

Institution	Name of Training	Certification(s)	Start Date	End Date	Awarded Date	Actions
PM Training Institute A	Training A	Training A Certificate	01/2015	12/2017	01/2018	<a href="#">Edit</a>

[+ Add Foreign Worker Training](#)

Save & Quit

Back

Continue



## Appendix A.D - Foreign Worker Skills

1. Click on the blue hyperlink “+ Add Skills, Abilities, and Proficiencies”.

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Permanent Employment Certification

**Appendix A.D - Foreign Worker Skills**

**Note:** This section is required if there are special skills, abilities, and/or proficiencies required for the job opportunity. Identify any other relevant specific skills, abilities, and/or proficiencies the foreign worker possesses for the minimum requirements of the job opportunity for which the employer is seeking permanent labor certification. Identify with whom (e.g., employer, school, training provider) and the geographic location (e.g., United States of America, Maryland) the foreign worker attained these skills, abilities, and/or proficiencies. This section will collect two (2) sets of information related to skills, abilities, and/or proficiencies. For electronic filings, if the employer needs to disclose more sections of skills, abilities, and/or proficiencies, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of skills, abilities, and proficiencies sets D.a and D.b under this section of the Appendix to complete and attach to the Form ETA-9089. **Submission of additional skills, abilities, and/or proficiencies in any other form or format will not be accepted.**

Employer/Institution/School/Training Name	Country	State	Territory/Province	Actions
<a href="#">+ Add Skills, Abilities, and Proficiencies</a>				

Save & Quit      Back      Continue

2. Complete fields 1 – 1.c. for the employer, institution, school, or training provider in which the foreign worker attained the skills, abilities, and/or proficiencies and click Save.

**Skills, Abilities, and Proficiencies**

1. Name of Employer/Institution/School/Training Provider ?

Employer ABC

1.a. Country \* ?

UNITED STATES OF AMERICA

1.b. State, Territory, or Province \* ?

GEORGIA

1.c. Description of specific skills, abilities, and/or proficiencies the foreign worker possesses or attained, which help establish whether the foreign worker meets the requirements identified for the job opportunity. (up to 1,500 characters) \* ?

Gained specific skills, abilities, and/or proficiencies to meet requirements for the job opportunity.

101 / 1500 character limit

Cancel      Save



3. Under Actions, you can click “Edit” to modify or remove the training information you entered.

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- Worksite Information
- Additional Worksites

## Appendix A.D - Foreign Worker Skills

**Note:** This section is required if there are special skills, abilities, and/or proficiencies required for the job opportunity. Identify any other relevant specific skills, abilities, and/or proficiencies the foreign worker possesses for the minimum requirements of the job opportunity for which the employer is seeking permanent labor certification. Identify with whom (e.g., employer, school, training provider) and the geographic location (e.g., United States of America, Maryland) the foreign worker attained these skills, abilities, and/or proficiencies. This section will collect two (2) sets of information related to skills, abilities, and/or proficiencies. For electronic filings, if the employer needs to disclose more sections of skills, abilities, and/or proficiencies, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of skills, abilities, and proficiencies sets D.a and D.b under this section of the Appendix to complete and attach to the Form ETA-9089. **Submission of additional skills, abilities, and/or proficiencies in any other form or format will not be accepted.**

### 1 Skills, Abilities, and Proficiencies

Employer/Institution/School/Training Name	Country	State	Territory/Province	Actions
Employer ABC	UNITED STATES OF AMERICA	GEORGIA		<a href="#">Edit</a>

[+ Add Skills, Abilities, and Proficiencies](#)

Save & Quit

Back

Continue



# Appendix A.E - Foreign Worker Work Experience

1. Click on the blue hyperlink “+ Add Foreign Worker Work Experience”.

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- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)

### Appendix A.E - Foreign Worker Work Experience

**Note:** This section is required if there are experience requirements for the job opportunity. Identify any relevant employment experiences (other than training) that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. This may include, but is not limited to, paid and unpaid experience, internships, apprenticeships, etc. List the most recent experience first. This section will collect one (1) set of information related to work experience. For electronic filings, if the employer needs to disclose more sections of work experience, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of the work experience set E.a of the Appendix to complete and attach to the Form ETA-9089. **The employer must complete every field for each set and submission of additional work experience information in any other form or format will not be accepted.**

**DO NOT** include contact information (e.g., telephone number, email address) of the employer and the name(s) of the foreign worker's supervisor(s) or manager(s).

**DO NOT** include periods of unemployment.

Employer Name	Country	Job Title	Actions
<a href="#">+ Add Foreign Worker Work Experience</a>			

Save & Quit      Back      Continue

2. Complete fields 1 – 1.l. for the business, person, association, firm, corporation, or organization, i.e., the employer that employed the foreign worker and click Save.

### Add Foreign Worker Work Experience

1 Employer Name ?  
Employer ABC

1.a Address 1 \* ?  
Address 1

1.b Address 2 ?  
N/A

1.c City or Town \* ?  
City1

1.d Postal Code \* ?  
12345

1.e Country \* ?  
UNITED STATES OF AMERICA

1.f State, Territory, or Province \* ?  
GEORGIA

1.g Job Title \* ?  
Job Title 1

1.h Start Date \* ?  
11/2000

1.i End Date \* ?  
06/2022

1.j. Present \* ? Clear  
 Yes  
 No

1.k Hours Worked Per Week ?  
40

1.l Job Duties: Specify details of the job work (work tasks performed, use of tools/equipment, supervision, etc.) (up to 3,500 characters) \* ?  
Job details  
11 / 3500 character limit

Cancel      Save



3. Under Actions, you can click “Edit” to modify or remove the work experience information you entered.

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- ✓ Worksite Information
- ✓ Additional Worksites
- ✓ Other Definable Geographic Area(s)

## Appendix A.E - Foreign Worker Work Experience

**Note:** This section is required if there are experience requirements for the job opportunity. Identify any relevant employment experiences (other than training) that qualify the foreign worker for the job opportunity for which the employer is seeking permanent labor certification. This may include, but is not limited to, paid and unpaid experience, internships, apprenticeships, etc. List the most recent experience first. This section will collect one (1) set of information related to work experience. For electronic filings, if the employer needs to disclose more sections of work experience, the filing system will automatically provide the employer with the option of adding more sets until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of the work experience set E.a of the Appendix to complete and attach to the Form ETA-9089. **The employer must complete every field for each set and submission of additional work experience information in any other form or format will not be accepted.**

**DO NOT** include contact information (e.g., telephone number, email address) of the employer and the name(s) of the foreign worker's supervisor(s) or manager(s).

**DO NOT** include periods of unemployment.

### 1 Foreign Worker Work Experience

Employer Name	Country	Job Title	Actions
Employer ABC	UNITED STATES OF AMERICA	Job Title 1	<a href="#">Edit</a>

[+ Add Foreign Worker Work Experience](#)

Save & Quit

Back

Continue





## Appendix B – Additional Worksite Information

1. Click on “Add Worksites”. You can only add worksites identified in Appendix A of the Form ETA-9141 PWD application. In the Add Worksite(s) pop-up box, select the worksite(s) and click on Finish.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional Recruitment Information
- Additional Recruitment Requirements for

### Appendix B - Additional Worksite Information

**Note:** Employers are required to complete Appendix B when “Yes” is marked for question b.1 under Section F on the Form ETA-9089, indicating that work for the job opportunity will be performed in geographic areas other than the one identified under Section Fa on the application.

If filing electronically, Appendix B will be available in the electronic filing system. If filing by mail, the employer must download and submit the Form ETA-9089, Appendix A, and all other required appendices in order for the application to be considered complete. **In accordance with 20 CFR 656.17(a), the Department will not certify incomplete applications.** Applications and documents submitted by mail should include a cover page with the name, title, address, and phone number of the point of contact. The cover page should also index the documents included in the mailing.

This Appendix will collect five (5) sections of additional worksite information. For electronic filings, if the employer needs to disclose more sections of information, the filing system will automatically provide the employer with the option of adding more sections of this Appendix until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of this Appendix to complete and attach to the Form ETA-9089. If the employer is required to undergo supervised recruitment in accordance with 20 CFR 656.21, the Certifying Officer may complete this Appendix, on behalf of the employer and as applicable. All filers must review the Form ETA-9089 for completeness and accuracy prior to submission either by electronic filing or by mail.

**Submission of additional worksite information in any other form or format will not be accepted. Additional worksites must be one or more of the additional worksites identified in Appendix A of the Form ETA-9141 for this specific job opportunity associated with the PWD tracking number in section E.1 of the Form-ETA-9089 and must have the appropriate wage offer rate. Worksites within the same BLS Area (Metropolitan or Non-Metropolitan Statistical Areas) should also be listed if a Notice of Filing will be posted at that location.**

---

#### Additional Places of Employment

**Note:** if you have a large amount of worksites the tables below may take a few moments to load.

Add Worksites

Save & Quit
Back
Continue

**Add Worksite(s)**
✕  
CLOSE

Select the worksites below from your Prevailing Wage Determination, which are relevant to the employment described in this application.

0 OF 1 SELECTED

<input type="checkbox"/>	City	State	County	MSA / OES Area Code	MSA Name / OES Area Title
<input type="checkbox"/>	City	FLORIDA	BAY	37460	PANAMA CITY, FL

<< < Page 1 of 1 >> >>

Show 10 ▾

Finish



- If you have more than one worksite identified in your linked PWD, you can select to add one at a time or all of them at once. Click Finish.

**Add Worksite(s)** X  
CLOSE

Select the worksites below from your Prevailing Wage Determination, which are relevant to the employment described in this application.

0 OF 4 SELECTED

<input type="checkbox"/>	City	State	County	MSA / OES Area Code	MSA Name / OES Area Title
<input type="checkbox"/>	Woodstock	GEORGIA	CHEROKEE	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA
<input type="checkbox"/>	Marietta	GEORGIA	COBB	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA
<input type="checkbox"/>	Acworth	GEORGIA	COBB	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA
<input type="checkbox"/>	Kennesaw	GEORGIA	COBB	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA

<< < Page 1 of 1 > >> Show 10

**Finish**

- You will see all the worksites you've added as shown below. If you added worksites in Appendix A of your PWD that span different states and/or counties within the same MSA/OES area code, you can click on the down arrow to change state and county of the worksite(s) that applies to this application.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
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- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional Recruitment Information
- Additional Recruitment Requirements for Professional Occupations
- Notice of Posting

*incomplete applications.* Applications and documents submitted by mail should include a cover page with the name, title, address, and phone number of the point of contact. The cover page should also index the documents included in the mailing.

*This Appendix will collect five (5) sections of additional worksite information. For electronic filings, if the employer needs to disclose more sections of information, the filing system will automatically provide the employer with the option of adding more sections of this Appendix until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of this Appendix to complete and attach to the Form ETA-9089. If the employer is required to undergo supervised recruitment in accordance with 20 CFR 656.21, the Certifying Officer may complete this Appendix, on behalf of the employer and as applicable. All filers must review the Form ETA-9089 for completeness and accuracy prior to submission either by electronic filing or by mail.*

*Submission of additional worksite information in any other form or format will not be accepted. Additional worksites must be one or more of the additional worksites identified in Appendix A of the Form ETA-9141 for this specific job opportunity associated with the PWD tracking number in section E.1 of the Form-ETA-9089 and must have the appropriate wage offer rate. Worksites within the same BLS Area (Metropolitan or Non-Metropolitan Statistical Areas) should also be listed if a Notice of Filing will be posted at that location.*

**Additional Places of Employment**

*Note: If you have a large amount of worksites the tables below may take a few moments to load.*

**Add Worksites**

	1. State*	2. County*	3. MSA / OES Area Code*	
1	GEORGIA	COBB	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA
2	GEORGIA	COBB	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA
3	GEORGIA	CHEROKEE	12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA

<< < Page 1 of 1 > >> Show 10

Save & Quit
Back Continue



- If your application requires more worksites within the same MSA / OES area code, you can select a worksite on the list, scroll right to the Actions column for that worksite, click on the “ellipsis” and click on “Copy”.

Form ETA-9089  
Permanent Employment Certification

**Additional Worksites**

**3. MSA / OES Area Code\***

3. MSA / OES Area Code*	3a. MSA Name / OES Area Title*	Actions
12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA	⋮
12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA	⋮
12060	ATLANTA-SANDY SPRINGS-ROSWELL, GA	⋮

Copy  
Remove

- To remove a worksite you added, click on the “ellipsis” for that worksite and select “Remove”.



## Appendix C – Supplemental Information

1. If you answered “Yes” to any of the questions 6 – 12 under Section G on the Form ETA-9089, you are required to complete this appendix.
2. Click on the blue hyperlink “+ Add Supplemental Information” and click Continue.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements

### Appendix C - Supplemental Information

There is 1 field level error on this page

- Field Appendix C: Please enter in at least 2 rows. One row for each answer marked "Yes" for questions G.6 through G.12

**Note:** Employers are required to complete Appendix C when “Yes” is marked in any of the questions 6 through 12 under Section G on the Form ETA-9089. Specifically, this Appendix is used to elaborate or further explain the business necessity of one or more requirements of the employer’s job opportunity under consideration for permanent labor certification.

If filing electronically, Appendix C will be available in the electronic filing system. If filing by mail, the employer must download and submit the Form ETA-9089, Appendix A, and all other required appendices in order for the application to be considered complete. **In accordance with 20 CFR 656.17(a), the Department will not certify incomplete applications.** Applications and documents submitted by mail should include a cover page with the name, title, address, and phone number of the point of contact. The cover page should also index the documents included in the mailing.

This Appendix will collect two sections of additional information per page. For electronic filings, if the employer needs to disclose more sections of information, the filing system will automatically provide the employer with the option of adding more sections of this Appendix until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of this Appendix to complete and attach to the Form ETA-9089. If the employer is required to undergo supervised recruitment in accordance with 20 CFR 656.21, the Certifying Officer may complete this Appendix, on behalf of the employer and as applicable. **Submission of additional information in any other form or format will not be accepted.** All filers must review the Form ETA-9089 for completeness and accuracy prior to submission either by electronic filing or by mail.

0 Supplemental Information

Section and Item Number	Section name or category of supplementary information	Actions
	<a href="#">+ Add Supplemental Information</a>	

Save & Quit

Back

Continue



3. Click on the down arrow for question “1 Section and Item Number”. You will see the list of questions from Section G for which you answered “Yes”.

**Add Supplemental Information** [X]

1 Section and Item Number \* ?

- Select -

- Select -

G.7

G.10

- Select -

1.b Supplementary Information (up to 1,500 characters) \* ?

0 / 1500 character limit

Cancel Save

4. Select the first item on the list and complete question 1.b for the item you selected. You can click on the question mark tooltip “?” for instructions. Click Save when finished. Note that question 1.a has been filled in for you based on the short description for that question in Section G.

**Add Supplemental Information** [X]

1 Section and Item Number \* ?

G.7

1.a Section name or category of supplementary information \* ?

Job Information - Combination of Occupations

1.b Supplementary Information (up to 1,500 characters) \* ?

0 / 1500 character limit

Enter a brief explanation or business necessity justification in the space provided on the form (up to 1,500 characters). No attachments will be accepted.

Cancel Save



- Repeat steps 2 through 4 until you have provided the required responses for all sections and item numbers on the list. You will see a clean Appendix C section with no error bar on the top of form.

Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements
- Professional/Non-Professional

## Appendix C - Supplemental Information

**Note:** Employers are required to complete Appendix C when "Yes" is marked in any of the questions 6 through 12 under Section G on the Form ETA-9089. Specifically, this Appendix is used to elaborate or further explain the business necessity of one or more requirements of the employer's job opportunity under consideration for permanent labor certification.

If filing electronically, Appendix C will be available in the electronic filing system. If filing by mail, the employer must download and submit the Form ETA-9089, Appendix A, and all other required appendices in order for the application to be considered complete. **In accordance with 20 CFR 656.17(a), the Department will not certify incomplete applications.** Applications and documents submitted by mail should include a cover page with the name, title, address, and phone number of the point of contact. The cover page should also index the documents included in the mailing.

This Appendix will collect two sections of additional information per page. For electronic filings, if the employer needs to disclose more sections of information, the filing system will automatically provide the employer with the option of adding more sections of this Appendix until all required responses are completed. For mailed or paper filings, the employer will make one or more copies of this Appendix to complete and attach to the Form ETA-9089. If the employer is required to undergo supervised recruitment in accordance with 20 CFR 656.21, the Certifying Officer may complete this Appendix, on behalf of the employer and as applicable. **Submission of additional information in any other form or format will not be accepted.** All filers must review the Form ETA-9089 for completeness and accuracy prior to submission either by electronic filing or by mail.

### 2 Supplemental Information

Section and Item Number	Section name or category of supplementary information	Actions
G.7	Job Information - Combination of Occupations	<a href="#">Edit</a>
G.10	Job Information - Credentialing Service	<a href="#">Edit</a>

[+ Add Supplemental Information](#)

Save & Quit

Back

Continue

- You will see a clean Appendix C section with no error bar on the top of form.



**!** There is 1 field level error on this page

- Field Appendix C: Please enter in at least 2 rows. One row for each answer marked "Yes" for questions G.6 through G.12





## Appendix D – Special Recruitment for College and University Teachers

Note: This Appendix is required only if you selected the Occupation Type of College or University Teacher and a competitive recruitment process was used.

1. Enter the date the foreign worker was selected for the position in question 1.

Form ETA-9089  
Permanent Employment Certification

1. Specify the date the foreign worker was selected for the position. \* ?

mm/dd/yyyy **1**

Name(s) of national professional journal, educational organization publication, or other publication ?	Start date of advertisement ?
2.* <input type="text"/>	2a.* mm/dd/yyyy <input type="text"/> <b>2</b>
3.\$ <input type="text"/>	3a.\$ mm/dd/yyyy <input type="text"/>
4.\$ <input type="text"/>	4a.\$ mm/dd/yyyy <input type="text"/>

5. Specify additional recruitment information (up to 3,500 characters). ? **3**

0 / 3500 character limit

Save & Quit Back Continue

2. Enter at least one national professional journal, educational organization publication, or other publication and the date in which advertisement was placed.


3. Describe all other recruitment conducted and sources used if applicable.

4. If your occupation type is not College or University Teacher, click Continue.



## Application Documents

1. This section shows a list of all the documents you have uploaded as part of this application, if needed.
2. If you want to replace a document, navigate to the section in which the document was uploaded to clear the upload. Click Continue.


 Form ETA-9089  
Permanent Employment Certification

- Preliminary Questions
- Employer Information
- Employer Point-of-Contact Information
- Attorney or Agent Information
- Foreign Worker Information
- Job Opportunity and Wage Information
- Worksite Information
- Additional Worksites
- Other Definable Geographic Area(s)
- Additional Job Opportunity Information and Other Requirements

### Application Documents

*Below, you will find a summary of the documents that you have uploaded to this application throughout the form. You may also add and categorize additional supplemental documents below.*

**0 Uploaded Documents**

Filename	Category	Actions
 You have no documents. Additional documents will appear here.		





## Review and Submit

1. This is the final step before submission. You will see a list of the incomplete fields and any errors that must be corrected prior to submission. Please complete these required fields.

The screenshot shows the 'Review & Submit' page for Form ETA-9089 Permanent Employment Certification. On the left, a progress bar indicates that 'Preliminary Questions' is complete (green checkmark) and 'Employer Information' is incomplete (red warning triangle). The main content area is titled 'Review & Submit' and contains a 'Submission Errors' section. This section lists two errors: 'A: Employer Information' with a sub-note 'There are 2 errors on this page'. The errors are: 'Field A.14: This field is required.' and 'Field A.15: This field is required.'

2. The submit button will be grayed out, preventing you from submitting the application with incomplete or missing information.

The screenshot shows the bottom of the 'Review & Submit' page. On the left, a 'Review & Submit' button is highlighted with a blue circle. In the center, there is a 'Save & Quit' button. On the right, there are two buttons: 'Back' and 'Submit'. The 'Submit' button is grayed out and highlighted with a red rectangle, indicating it is disabled due to incomplete information.

3. If you have no incomplete fields or errors, you will get a list of all the blank fields that will be populated with N/A or 0, as applicable.

The screenshot shows the 'Review & Submit' page where all sections are complete, indicated by green checkmarks in the progress bar on the left. The main content area is titled 'Review & Submit' and contains a 'Note: These blank fields will be populated with N/A or 0, as applicable:'. The list of fields is as follows:

- A: Employer Information
  - Field A.2
  - Field A.4
  - Field A.9
  - Field A.11
- B: Employer Point-of-Contact Information
  - Field B.3
  - Field B.6
  - Field B.11
- C: Attorney or Agent Information
  - Field C.11
  - Field C.13
- F.a: Worksite Information
  - Field F.a.3
- H.d: Additional Recruitment Requirements for Professional Occupations
  - Field 1.a
  - Field 1.b
  - Field 4.a
  - Field 4.b
  - Field 5.a
  - Field 5.b
  - Field 8.a
  - Field 8.b
  - Field 9.a
  - Field 9.b
  - Field 10.a
  - Field 10.b
- J: Preparer
  - Field J.1
  - Field J.2
  - Field J.3
  - Field J.4
  - Field J.5



- You can choose to review each of the sections of your application at this time. Use the drop down box to select a section of the form to review. Select "Print Summary" to print the application you have selected.

1205-0508  
Expiration Date: 10/31/2025

Form ETA-9089  
**U.S. Department of Labor**

**IMPORTANT:** Please read these instructions carefully before completing the Form ETA-9089. These instructions contain full explanations of the questions that make up the Form ETA-9089. If the employer plans to file non-electronically, ALL required fields and items containing an asterisk (\*) must be completed as well as any applicable fields and items where a response is conditioned on the response to another required section/field or item as indicated by the section (§) symbol. ANY MANDATORY FIELD LEFT BLANK OR INCOMPLETE WILL RESULT IN THE INABILITY TO SUBMIT THE APPLICATION ELECTRONICALLY AND THE APPLICATION WILL BE RETURNED TO THE REQUESTOR IF MAILED. Anyone who knowingly and willingly furnishes any false information in the preparation of Form ETA-9089 and any supporting documentation, or aids, abets, or counsels another to do so is committing a federal offense, punishable by fines, imprisonment or both (18 U.S.C. 2, 1001, 1546, 1621).

F.b: Additional Worksites

b.1 Will work be performed in geographic areas other than the one identified in Section F.a? **Yes**

b.2 If 'yes' is marked in question F.b.1 indicate whether a completed Appendix B is attached to this application. **Yes**

Save & Quit      Back      Submit

Print Summary

- If you don't select a specific form/section, and you click on "Print Summary", you will receive a print summary of your entire application.

Form ETA-9089  
Permanent Employment Certification

Preliminary Questions

1205-0508  
Expiration Date: 10/31/2025

Print Summary



Select what form/section you would like to view:  
- Select -

1205-0508  
Expiration Date: 10/31/2025 [Print Summary](#)

Form ETA-9089  
**U.S. Department of Labor**

**IMPORTANT:** Please read these instructions carefully before completing the Form ETA-9089. These instructions contain full explanations of the questions that make up the Form ETA-9089. If the employer plans to file non-electronically, ALL required fields and items containing an asterisk (\*) must be completed as well as any applicable fields and items where a response is conditioned on the response to another required section/field or item as indicated by the section (§) symbol. ANY MANDATORY FIELD LEFT BLANK OR INCOMPLETE WILL RESULT IN THE INABILITY TO SUBMIT THE APPLICATION ELECTRONICALLY AND THE APPLICATION WILL BE RETURNED TO THE REQUESTOR IF MAILED. Anyone who knowingly and willingly furnishes any false information in the preparation of Form ETA-9089 and any supporting documentation, or aids, abets, or counsels another to do so is committing a federal offense, punishable by fines, imprisonment or both (18 U.S.C. 2, 1001, 1546, 1621).

Preliminary Questions

H.a Is the employer required, by notice from a Certifying Officer, to currently undergo supervised recruitment in accordance with 20 CFR 656.217? **No**

H.b Occupation Type - All must complete this section. Mark ONE appropriate box below: **1a. Professional Occupation**

Please upload the Notice of Supervised Recruitment(NSR). **NO**

You must upload your Player Contract. **NO**

Copies of any written contracts or summaries of the terms of oral agreements containing the terms of the worker's current employment including wage or salary.

You must upload your Off Season letter. **NO**

Documentation that the job is permanent and year-round in nature, not temporary. It should indicate the number of hours worked per week

Print 17 sheets of paper

Destination Adobe PDF

Pages All

Layout Portrait

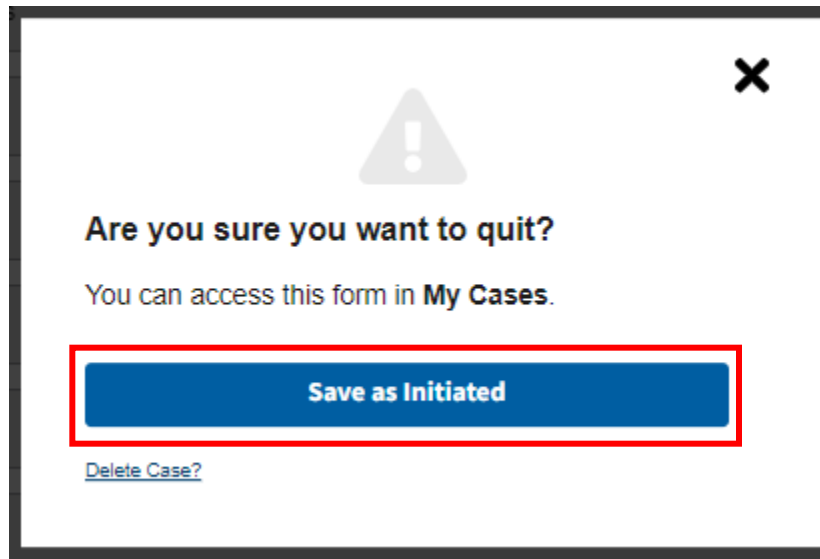
Color Color

More settings

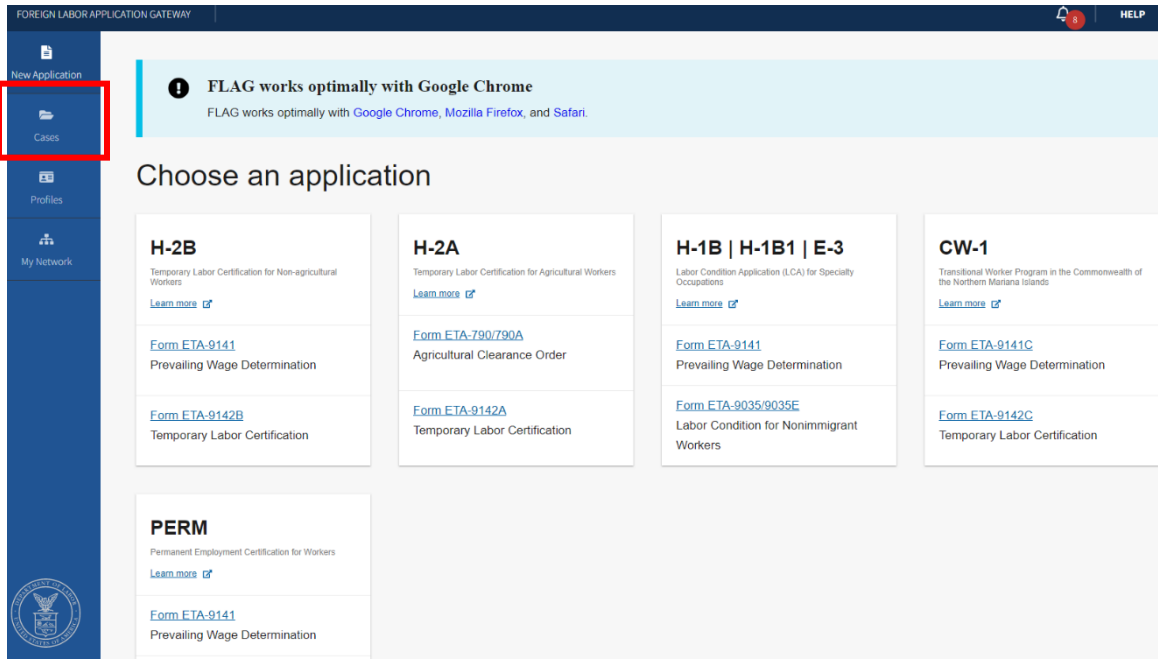
Print Cancel

- The initiated application can be saved for future submission by selecting the “Save & Quit” button. Click on “Save as Initiated” in the pop-up menu. If you do not want to save the application, select “Delete Case?”.

[Review & Submit](#) **Save & Quit** [Back](#) [Submit](#)



7. Once you have saved the initiated application, it will be available in the Cases tab.





- Click on Cases and select "9089", and then "Initiated", your case will now be listed with an Application ID and a Case Status of Initiated. Click on the Application ID to open the initiated application and continue completing the application.

FOREIGN LABOR APPLICATION GATEWAY

8 HELP .gov

## Cases

View and manage cases throughout the application lifecycle.

9141 7648 • 790A 1463 • 9142A 475 9035 442 9142B 381 • 9141C 183 9142C 154 **9089 36**

**Initiated (31)** Pending Case Number (2) Assigned Case Number (3) Historical (0)

1 - 10 OF 31 INITIATED Refine results

<input type="checkbox"/>	Application ID	Employer Name	Job Title	Foreign Worker Name	Initiated Date	Case Status
<input type="checkbox"/>	<a href="#">64302da62acf9b001de438e3</a>	--	--	--	April 7, 2023	INITIATED
<input type="checkbox"/>	<a href="#">64301b51bd2623001daaf198</a>	Exceptional Stays	Human Resources Manager	--	April 7, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642f25884748f6001dab844c</a>	--	--	--	April 6, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642f2020bd2623001daa53b1</a>	House Atreides	Muad Dib	--	April 6, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642eec700e5354001cacce80</a>	--	--	--	April 6, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642ecf5fbd2623001da88008</a>	Snoopy & Company	ANPC Tester	--	April 6, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642ecd9abd2623001da8801a</a>	Olive Corp	Human Resources Manager	FWFirstName N/A FWLastName	April 6, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642dbca8f46f42001ca401a9</a>	--	--	--	April 5, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642d89c12acf9b001ddeff615</a>	--	--	--	April 5, 2023	INITIATED
<input type="checkbox"/>	<a href="#">642d71af1d28f2001c70a79a</a>	King Fuji Ranch-Shah	Muad Dib	FW first Name FW middle name ...	April 5, 2023	INITIATED

Page 1 of 4 Show 10



## Form Submission

1. When you have completed all the required fields for all of the sections, and you have all green checkmarks, your Submit button is green.

Form ETA-9089  
Permanent Employment Certification

- ✓ Preliminary Questions
- ✓ Employer Information
- ✓ Employer Point-of-Contact Information
- ✓ Attorney or Agent Information
- D Foreign Worker Information**
- ✓ Job Opportunity and Wage Information
- ✓ Worksite Information
- ✓ Additional Worksites
- ✓ Other Definable Geographic Area(s)
- ✓ Additional Job Opportunity Information and Other Requirements
- ✓ Professional/Non-Professional Recruitment Information

- G: Additional Job Opportunity Information and Other Requirements
- H.c: Professional/Non-Professional Recruitment Information
- H.d: Additional Recruitment Requirements for Professional Occupations
- H.e: Notice of Posting
- I: Employer Labor Condition Statements
- J: Preparer
- APX A.A: Appendix A.A - Foreign Worker Contact Information
- APX A.B: Appendix A.B - Foreign Worker Education
- APX A.C: Appendix A.C - Foreign Worker Training Qualifications
- APX A.D: Appendix A.D - Foreign Worker Skills
- APX A.E: Appendix A.E - Foreign Worker Work Experience
- APX B: Appendix B - Additional Worksite Information
- APX C: Appendix C - Supplemental Information
- APX D: Appendix D - Special Recruitment for College and University Teachers

[Save & Quit](#) [Back](#) [Submit](#)

2. Click the green Submit button.



3. You will then get a confirmation saying your application has been received and submitted for processing. You will also receive a courtesy email notification.

---

**✔ Your application has been received and submitted for processing.**

Your submitted application is now being transmitted for assignment of a case number. Once this process completes, you will receive a courtesy email notification. Although your application will remain in the **Pending Case Number** table under the temporary application ID number until this process completes, please be assured that your application is received and the date referenced with this application in your FLAG account confirms official submission to the Department.

If you do not receive a permanent case number or a courtesy email notification, please contact our [Technical Help Desk](#) for assistance.

[Return to Dashboard](#)

4. Click “Return to Dashboard” to go back to the main FLAG page.



- Click Cases Icon on the left, select “9089”, and then “Assigned Case Number”. Your case will now be listed with its Assigned Case Number.

**Cases**  
View and manage cases throughout the application lifecycle.

Important Note: The system will update your Cases Table approximately every 15 minutes with the latest information on your cases. Once the system updates and you refresh, navigate to, or return to this page during your session, you will see changes to your case information.

9141 7710 790A 1453 9142A 476 9035 442 9142B 392 9141C 104 9142C 157 **9089 63**

Initiated (53) Pending Case Number (3) **Assigned Case Number (7)** Historical (0)

1 - 1 OF 1 ASSIGNED CASE NUMBER Refine results

<input type="checkbox"/>	Assigned Case Number	Employer Name	Job Title	Foreign Worker Name	Submitted Date	Case Status	PDF
<input type="checkbox"/>	<a href="#">G-100-23104-676860</a>	Marvel Studios	Marvel POC	fw first name n/a fw last name	April 14, 2023	ANALYST REVIEW	

Page 1 of 1 Show 10

- Click on the Case Number. A page will open with information about the case, links to your documents, and a link to view a PDF of the submitted application.

[Back to Cases](#)

Case Number: **G-100-23104-676860** Foreign Worker Name: **Fw First Name N/a Fw Last Name** Actions  
Employer Name: **Marvel Studios** Application Type: **Professional Occupation**  
Job Title: **Fundraiser** Case Owner: **Suan Valentino**  
Primary Worksite: **Manhattan, NY**  
Submitted Date: **April 14, 2023 at 1:34 PM**  
Case Status: [Analyst Review](#)

[View PDF](#)

Case Documents

Date Received	Document Name	Document Category	Submitted By
April 14, 2023	ETA 9089 For G-100-23104-676860.pdf	ETA Form 9089	OFLC Official
April 14, 2023	New Case Received Email.html	Correspondence	OFLC Official

Page 1 of 1 Show 10





## Withdraw Submitted Application

1. To withdraw your application, find your assigned case.
2. Click on Actions in the upper right hand corner. You will see option to Withdraw this application.

**Back to Cases**

Case Number: **G-100-23104-677256** Foreign Worker Name: **Fwfirstname N/a Fwlastname**

Employer Name: **Valentino Designs** Application Type: **Professional Occupation**

Job Title: **Specialty Interior Designer** Case Owner: **Suan Valentino**

Primary Worksite: **Kennesaw, GA**

Submitted Date: **April 14, 2023 at 12:48 PM**

Case Status: **Analyst Review** [View PDF](#)

**Case Documents**

Date Received	Document Name	Document Category	Submitted By
April 14, 2023	ETA 9089 For G-100-23104-677256.pdf	ETA Form 9089	OFLC Official
April 14, 2023	New Case Received Email.html	Correspondence	OFLC Official

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3. Select a Withdraw Reason and click Submit.

### Withdraw Application ✕

*Please note that submitting this will change the status of your application to Withdrawn. An application in Withdrawn status cannot be reinstated for further processing.*

*If you are withdrawing a case from Supervised Recruitment, please be aware that while the employer may file a "NEW" labor certification application meeting all regulatory requirements at any time, "ANY" future application for the same foreign worker and the same job opportunity as in the withdrawn application referenced above will be required to undergo mandatory supervised recruitment.*

Withdraw Reason ?

- Select -

- Select -
- Applicant Deceased
- Duplicate Application In Process
- Duplicate Application Pending with the Board of Alien Labor Certification (BALCA)
- Duplicate Application Previously Certified
- Employee Departure
- Employee Terminated
- Employer Error in Application Submission
- Job Opportunity No Longer Available
- Position No Longer Needed
- Positions Filled by US Worker
- Secondary Employer
- Significant Change in Duties
- Worker Never Arrived
- Worker Received Alternate Visa Status
- Other (Please describe in notes section)

4. You will get a confirmation that the withdrawal was successfully submitted.

### Case Action Successfully Submitted ✕

Your Withdraw case action was successfully submitted to OFLC. Please note it may take a few minutes for the status of this case to update in your dashboard.

[Close](#)



- 5. If you then go Back to Cases, in the Historical section, the withdrawn case will now be shown with a Case Status of Withdrawn. You will also receive a courtesy email notification that your application has been withdrawn.

**Cases**

View and manage cases throughout the application lifecycle.

Important Note: The system will update your Cases Table approximately every 15 minutes with the latest information on your cases. Once the system updates and you refresh, navigate to, or return to this page during your session, you will see changes to your case information.

9141 (774) 790A (1453) 9142A (476) 9036 (442) 9142B (392) 9141C (184) 9142C (157) 9089 (66)

Initiated (50) Pending Case Number (0) Assigned Case Number (16) **Historical (0)**

1 - 1 OF 1 HISTORICAL Refine results

<input type="checkbox"/>	Assigned Case Number	Employer Name	Job Title	Foreign Worker Name	Submitted Date	Case Status	PDF
<input type="checkbox"/>	<a href="#">G-100-23104-677266</a>	Valentino Designs	Owner	fwfirstname n/a fwlastname	April 14, 2023	WITHDRAWN	

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*Note: Once you withdraw an application, it cannot be reinstated for further processing.*