



Official Use Only-Application Received:

DAYCARE LICENSE APPLICATION

NEW Application RENEWAL Application CHANGE OF ADDRESS CHANGE TYPE OF LICENSE

<input type="checkbox"/> Large Daycare Center <i>26 or more children</i> non-refundable license application fee \$325	<input type="checkbox"/> Small Daycare Center <i>up to 25 children</i> non-refundable license application fee \$250
<input type="checkbox"/> Group Daycare Facility <i>up to 12 children</i> non-refundable license application fee \$100	<input type="checkbox"/> Family Daycare Home <i>up to 6 children</i> non-refundable license application fee \$100

An **OCCUPANT LOAD** is the **maximum number of individuals** (children and adults) **to occupy the areas used for daycare purposes**.
The occupant load is determined by the local fire official or designee and is included on a daycare license.

NOTE: The **Maximum Number of Children In Attendance** can be limited by occupant load, type of license, the number of your own children present and local requirements.

Facility Information

Business Name

Owner Name

Facility Street Address

City State Zip Code

Facility Mailing Address - If different from above

Name

Street Address

City State Zip Code

Contact Information

Primary Phone Secondary Phone

Email Address-Important!

List all Owners, Operators, Employees , and All Other Individuals age 13 years and older who have direct contact with children or that are regularly on the facility premises more than 12 hours per month.

❖ Please Complete **ALL** Areas Below For Each Individual Listed ❖

Name	Date of Hire (Month & Year)	Date of Birth	Last 4 digits of Social Security #	Relationship or Position at Facility
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2				
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Certification of Understanding

I hereby apply for a daycare license as indicated above in accordance with Idaho Code Title 39, Chapter 11.

I do hereby state that I have thoroughly read and reviewed the IDAPA 16.06.02 RULES GOVERNING STANDARDS FOR CHILD CARE LICENSING and I am prepared to comply with all of its provisions.

I understand that my facility must remain in compliance at all times with fire, safety and health requirements, and all owners, operators, and staff; and all other individuals thirteen (13) years of age or older who have unsupervised direct contact with children (or) all other individuals thirteen (13) years of age or older who are regularly (12 OR MORE HOURS PER MONTH) on the premises, must have successfully completed and received a clearance for a Department criminal history and background check.

I understand that I am to disclose by written statement, any revocation or other disciplinary action taken or in the process of being taken against myself as a daycare provider in Idaho or any other jurisdiction.

I understand that this document serves as the formal request upon which a decision to issue me a daycare license will be based. I agree, for the purpose of determining compliance with daycare licensing rules established by the Department of Health and Welfare and Idaho State licensing laws, to allow the Department access to the premises for re-inspection at any time during the licensing period.

I authorize investigation of all statements contained herein and understand that misrepresentation or omission of facts may result in denial of my application.

I do hereby state that the information provided on this application is true and correct to the best of my knowledge.

Signature _____
Owner (or) Legally Responsible Representative

Date _____

Signature _____
Additional Owner (or) Legally Responsible Representative (If Applicable)

Date _____

Please submit to:

**IDAHOSTARS
VENDOR SPECIALISTS
4355 W EMERALD ST STE 250
BOISE, ID 83706**

OR

FAX: 208-345-2973

OR

EMAIL: VS@IDAHOAEYC.ORG