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Office Use Only

- Use this form to claim full days of the care surrounding school day rate on days when school is in session and statutory holidays.
Days in session is defined as the days in a school calendar year on which the principal, vice principals, directors of instruction and teachers of the school are scheduled to be available for instructional, non-instructional or administrative activities.
If the reason for requesting full day care is early dismissal, specify the reason and include the start and end times of the care provided.
Do not submit this form until after the 25th of the month being claimed.
For more information, refer to the website at gov.bc.ca/affordablechildcarebenefit.

Child Care Provider Information

Licensee Name, Claim Month, Claim Year, Licence Number, Supplier Number

Claim Information

Table with 5 columns: Case ID, Last Name, Authorized Children First Name, Number of Additional Days, Reason

Comments

Comments text area

Licensee Declaration

I confirm this is a true account of the number of full days of child care provided for the month claimed.

Licensee's Signing Authority Signature, Date Signed (YYYY-MMM-DD)

Once completed, please fax or mail to the Child Care Service Centre. Keep a copy for your records.

Mailing Address PO Box 9953 Stn Prov Govt Victoria BC V8W 9R3

Toll Free Fax 1-877-544-0699 Toll Free Phone 1-888-338-6622 Website gov.bc.ca/affordablechildcarebenefit