



CASE NUMBER: _____

APPLICANT'S NAME: _____

When you turned your Child Care Assistance application into Beltrami County Human Services, the following information was missing. For this agency to process your application, you MUST submit the following items checked below:

- Names of all family members _____
- Social Security Numbers for all family members _____
- Proof of residence (i.e. copy of recent utility bill, rental lease, or mortgage document)
- Proof of parent's identity (copy of birth certificate or driver's license and social security card) _____
- Proof of child's relationship to you (copy of birth certificate, adoption record, legal Guardianship statement, Recognition of Parentage or Declaration of Parentage) _____
- Verification of Income (wages or salary) for: _____ Self _____ Spouse _____
- Verification of Health and Dental Premiums Paid Out _____
- Verification of Child Support Received/Paid Out _____
- Child Support Packet _____
- Other Income: _____
- Class Schedule _____
- Student Assessment _____
- Education Plan _____
- Employment Plan from Job Counselor _____
- Child Care Provider's Name _____
- Parent Acknowledgement When Choosing a Legal Nonlicensed Provider Form
- Parent Request for In-home Child Care

Other: _____

**PROVIDE THIS INFORMATION TO _____
BY _____ OR YOUR APPLICATION WILL BE DENIED.**