Office Use Only

CHILD CARE ASSISTANCE PROGRAM
AND
CHILD CARE LICENSING PROGRAM

Division of Public Assistance
Child Care Program Office

PERMISSION TO OPERATE A CHILD CARE BUSINESS

An Applicant who applies for a Child Care License through the State of Alaska Child Care Licensing Program or to become an Approved Relative provider through the Child Care Assistance Program must meet all applicable requirements, including but not limited to the following:

1. The Applicant must submit evidence of the property owner's permission to operate a child care business prior to receiving a license or approval for program participation. This form completed and signed by the property owner/property manager must be submitted by the applicant as part of the licensing or child care assistance application packet.

2. The entity and premises must meet all of the regulatory health and safety requirements. An inspection by licensing will be conducted to determine the facility meets all health and safety requirements.

3. The entity must comply with local and state fire requirements, as applicable to facility type. An inspection or plan review by the local Fire Marshal will be conducted if the application is for six or more children to ensure the facility meets all applicable fire code requirements.

4. The entity must comply with Department of Conservation (DEC) requirements for water supply and/or wastewater and food preparation. An application to be licensed as a child care center requires an inspection by DEC. Applications to be licensed as a home or group home may require an inspection by DEC for water supply and/or wastewater disposal. An application to be an Approved Relative provider does not require an inspection by DEC for water supply and/or wastewater disposal.

This form must be filled out by the property owner or manager notifying the program of whether or not the applicant has your permission to operate a licensed or approved child care business in the building you own. If you have questions or concerns to report, please contact the Child Care Program Office toll free at 1 (888) 268-4632. Please keep a copy for your records.

Name of Applicant: _____

Physical Address of Facility:_____

Name of Property Owner/Property Manager:_____

Mailing Address of Property Owner/Manager:_____

Daytime telephone number of Property Owner/Manager: _____

☐ Property Owner ☐ Property Manager

☐ I give my permission for my tenant to operate a child care business at the aforementioned property. I attest that the covenants, homeowner's association bylaws, and other applicable neighborhood restrictions do not forbid operating a child care business at this address.

☐ I do not give my permission for my tenant to operate a child care business at the aforementioned property.

_____ _____

Printed Name of Property Owner/ Property Manager Date

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Signature of Property Owner/ Property Manager