

DOCUMENTS REQUIRED FOR CHILD CARE FEE SUBSIDY

**** You MUST provide information listed at time of your appointment ****

IDENTIFICATION	VERIFICATION REQUIRED
a) Birth Dates	Birth Certificates or baptismal certificate, including spouse and dependants.
b) Social Insurance Number(s)	S.I.N. card or other official document noting SIN, including spouse.
INCOME	VERIFICATION REQUIRED
a) Net Annual Income	Federal Notice of Assessment (NOA)
b) Canada Child Benefit (CCB)	CCB Notice
IF EMPLOYED...	VERIFICATION REQUIRED
	<ul style="list-style-type: none"> - Two (2) most recent consecutive paystubs that shows name of employer - Verbal or documented work schedule (hours of work)
IF A STUDENT...	VERIFICATION REQUIRED
	<p>One of the following that indicates the name of the school, course, start and completion date and school schedule (full time/part time)</p> <ul style="list-style-type: none"> - A letter from the school that documents start and end dates - OSAP Assessment Summary for school information
CHILD CUSTODY	VERIFICATION REQUIRED
	Legal custody documentation or other written agreement verifying custody arrangements
RECOGNIZED NEED	VERIFICATION REQUIRED
	<ul style="list-style-type: none"> - Medical or Social Referrals from social service or health care professional
DISABILITY RELATED EXPENSES	VERIFICATION REQUIRED
a) Disability related expenses, not previously reimbursed.	Receipts