

# OAK PARK

14000 Oak Park Blvd., Oak Park, MI 48237 • (248) 691-7400 • www.OakParkMI.gov

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## Day Care Registration Application

The Municipal Code of Ordinances of the City of Oak Park requires that all child daycare homes register with the City and that all license applications and fees are submitted annually by Dec. 31.

Please complete this application and return it with the \$25 fee and a copy of your certification from the State of Michigan, Department of Human Services, Bureau of Children and Adult Licensing

**Licensee information:**

New

Renewal

Applicant(s) name: \_\_\_\_\_

Home address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

**Property owner information:**

Owner(s) of the property: \_\_\_\_\_

Address of owner(s): \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

**Contact person:**

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

**Certification information (attach a copy of your certification):**

I certify that I am currently licensed by the State of Michigan, Department of Human Services to provide childcare.

Certification number: \_\_\_\_\_ Capacity (number of children): \_\_\_\_\_

Certification effective date: \_\_\_\_\_ Certification expiration date: \_\_\_\_\_

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Internal Office Use Only**

Fee paid:  Yes  No

License number \_\_\_\_\_ Date issued: \_\_\_\_\_

City Clerk's Office approval:  Yes  No

City Clerk's Office signoff: \_\_\_\_\_