

Details about Childcare Charges

You may be entitled to extra Housing Benefit and Council Tax Support if you are working full-time and pay a registered childminder, or other professional carer, to look after your children. Please answer the questions on this form and send it back to us as soon as possible. **Please remember to sign the form on the back.**

If you prefer, you can provide a letter from the person / organisation that looks after your children. It **must** include all the information we ask for on this form and be signed by the person / organisation and you.

A. Your personal details:

Title: Mr / Mrs / Miss / Ms Name: _____

Address: _____

Postcode: _____

Telephone No: _____

B. Registered childminder / care provider

Are any of your children cared for by a childminder who is registered with the Local Authority?

Yes No Go to section C **Please tick one box**

1. What are the names of the children: _____

2. Please give the details of your childminder.

Name: _____ Tel No: _____

Address: _____

3. What is their Local Authority Registration number? _____
(Your childminder can find this on the certificate given to them by the Local Authority)

4. What date did the childcare start? _____

5. How much a week do you pay your childminder during school term time? £

6. How much a week do you pay your childminder during school holidays? £

7. On what date did the amounts charged last change? _____

8. Please give details of the periods your child (children) attends a childminder.

Please ask your childminder to sign here:

I certify that I care for the child (children) named above and that the information given about charges is correct.

Childminder's signature: _____ Date: _____

C. Other Childcare schemes

1. Are any of your children cared for by:

- A registered nursery
- A registered play scheme
- An out of hours club run by school
- An out of school hours club run by the Local Authority
- A nursery or play scheme on Government property
- Any other scheme

Please give details: _____

2. What are the names of the children? _____

3. Where is the childcare provided? _____

4. What date did the childcare start? _____

5. How much a week do you pay this scheme for childcare during school term time? £

6. How much a week do you pay this scheme for childcare during school holidays? £

7. On what date did the amounts charged last change? _____

8. Please give details of the periods your child (children) attends the childcare scheme.

Please ask the person or organisation providing this care to sign below:

I certify that the above information about childcare charges is correct and complete.

Childcare provider's signature: _____ **Date:** _____

D. Your Declaration:

I declare that the information I have given on this form is true and complete. I will tell the Housing Benefit and Council Tax Support office about any changes to the details I have given straightaway.

Signature: _____ **Date:** _____