



**P.O. Box 1222 • Jonesboro, GA 30237 • 770-477-2385 Fax • 770-477-2365**

Child Care Assistance Application

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Client's Phone Number: \_\_\_\_\_

Name of Licensed Childcare Center: \_\_\_\_\_

Childcare Provider's Phone: \_\_\_\_\_

Child Name(s): \_\_\_\_\_

Child Age(s): \_\_\_\_\_

Amount Requested: \_\_\_\_\_

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**Agency Use Only**

Approval \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



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**All items from the check list must be submitted and application filled out in its entirety. ALL CHECKS WILL BE READY FOR PICK UP ONCE A MONTH STARTING THE 29<sup>TH</sup> OF EACH MONTH.**

**All documentation should be emailed to Bria Murray at [bmurray@houseofdawn.org](mailto:bmurray@houseofdawn.org)**

### **How to Submit Documentation**

- Complete the online application form and upload the required documents
- Email all documents to [bmurray@houseofdawn.org](mailto:bmurray@houseofdawn.org)
- Drop off at 182 D South Main St. Jonesboro, GA 30236. Leave documentation in sealed envelope in the designated agencies drop box.

### **Required Documents**

\_\_\_ House of Dawn Childcare Assistance Application

\_\_\_ Proof of Employment (*choose one bullet*)

- Paycheck stubs (provide copies of the last 4 pay stubs)
- Employment letter from your employer
- Department of Labor unemployment verification

\_\_\_ Proof of residency in Clayton County (*choose one bullet*)

- Two utility bills
- Copy of lease
- Mortgage statement

\_\_\_ I.D.

\_\_\_ Invoice from childcare center

\_\_\_ W9 form from childcare center

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