

Dear Family Day Care Provider:

The license for your family day care home is due to expire shortly.

As you may already know, legislation enacted during the 2007 legislative session requires that family day care home licenses renewed on and after October 1, 2008 will be renewed for a term of four years, rather than the previous renewal term of two years. Also, the legislation requires that the renewal fee be prorated.

Efforts have been made by the Department to reduce the effort needed to renew your license. Simply complete and return the enclosed fee invoice form, proof of worker's compensation insurance and a check made payable to Treasurer, State of Connecticut to:

Child Day Care Licensing Program
Department of Public Health
410 Capitol Avenue, MS#12DAC
P.O. Box 340308
Hartford, CT 06134-0308

Copies of your current first aid certificate, adult medical clearance, and all other required documentation must be maintained on file at your family day care home and available for Department review.

Should you have any questions or concerns, please contact us at 1-800-282-6063 or 1-860-509-8045.