

State of Hawaii
DEPARTMENT OF HUMAN SERVICES

**APPLICATION FOR LICENSE TO OPERATE
A GROUP CHILD CARE CENTER OR GROUP CHILD CARE HOME**

The sponsoring organization, agency or individual identified below who is legally responsible for the administration and payment of debts and obligations, hereby apply for a license to operate a group child center or group child care home in compliance with Section 346-161, Hawaii Revised Statutes.

Name of Facility: _____

Address: _____

Mailing Address: _____

Telephone No.: _____ Fax No.: _____

EIN: _____ General Excise Tax Number: _____

Name of Director of child care program _____

Have you ever applied for a Group Child Care license before? _____ If yes, what was the name of your facility and date of operation? _____

Have you ever been associated with another child care program? _____ If yes, what is/was the name of the program and date? _____

- Include:
1. A copy of statement of operation policies.
 2. Information on staff members.
 3. Statement of legal authority.
 - *4. One copy of the floor plan of the center, including basic measurements, and fire evacuation plan. (8-1/2" X 11")
 - *5. One copy of the plot plan, including basic measurements (8-1/2" X 11")

I have read the Rules Governing Licensing of Group Child Care Centers and Group Child Care Homes. I understand that in making this application, a study of the facility and this program will be made.

(Date)

Signature (Director/Owner/Operator/Principal)

*Omit for application for renewal of License if there is no change at time of reapplication.

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