

Life Group Childcare Reimbursement

Childcare Reimbursement
<i>Office use only</i>
Today's date: _____
Requested by: _____
Department: _____

Reimbursement Payable to:
Name: _____
Address: _____
City: _____ State: _____
Zip: _____ Phone #: _____
Group Leader Name: _____

**Please fill out one form per event.
Form must be submitted within 2 weeks after the event.
(no exceptions)**

Ministry Event	Date	Number of Children	Number of Hours	Amount

For individual sitters please use the chart below:
(Maximum reimbursement listed, if less is paid, please use that amount)

Individual Reimbursement Chart				
Number Of Children	Hours of Event			
	1	2	3	4
1	\$3.00	\$6.00	\$9.00	\$12.00
2	\$4.00	\$8.00	\$12.00	\$16.00
3	\$5.00	\$10.00	\$15.00	\$20.00
4	\$6.00	\$12.00	\$18.00	\$22.00

Group sitting of 5 or more children will be paid at the rate of \$7.00 per hour.

Please mail or fax this form to the attention of Reena Riley



FCC Childcare Reimbursement



Childcare reimbursements are processed in the following way:

- We reimburse parents a set rate for the cost of an individual babysitter.
- One childcare reimbursement form is to be filled out by each couple/parent per event attended.
- Drop off, mail or fax completed form to the church office, attention Reena Riley.
- A check will then be issued and mailed to each couple/parent within 2-3 weeks.
- For accounting purposes, each form must be submitted within 2 weeks after the event.
- Reimbursements cover children birth through fifth grade.
- Immediate family members (serving as babysitters) are ineligible for reimbursements.
- Those applying for reimbursements must attend First Christian Church, Canton.
- FCC is not responsible for any harm or injury involving your child while being cared for in your home by the sitter of your choice.