

E-CHILDCARE CARDS/FORM

201-451-8888

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Center's Name \_\_\_\_\_ Contact Person: \_\_\_\_\_

Phone#: \_\_\_\_\_ Date: \_\_\_\_\_

Case#: \_\_\_\_\_ Parent Name: \_\_\_\_\_

Parent's phone#: \_\_\_\_\_ Parent's address \_\_\_\_\_

Resource parent name (CPS) \_\_\_\_\_

CPS case# changed from: \_\_\_\_\_ to \_\_\_\_\_

**Action needed: (check one)**

\_\_\_\_\_ Need card –Never received one – (cards will start with 8126 -16 digit number. Once you receive your card, call the 1800# on the back to activate–operator will guide you through the process.

Lost \_\_\_\_\_ Damage card \_\_\_\_\_

All subsidy cards –WFNJ/NJCK will be mailed out to you (parent) once contract is processed and subsidy submit a copy to the ECC department – allow up to 2 weeks for delivery- if not received within 10 business days or less you parent/provider should inform the ECC department that you have not received a card yet.. The envelope will look like junk mail- (Austin,Texas), so please be aware.

Signature \_\_\_\_\_

**Need proof of address before re-issuing card**

Reason: Lost \_\_\_\_\_ Damaged \_\_\_\_\_ Never received \_\_\_\_\_ CPS/case has a new Resource Parent: \_\_\_\_\_

**Need Alternate card:**

\_\_\_\_\_ Alternate/substitute card

- Alternate's name: \_\_\_\_\_
- Alternate's date of birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

A copy of alternate's Id is requested (no alternate card will be issued without proper ID)

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For office use: Done by: \_\_\_\_\_

Date: \_\_\_\_\_