

Service Agreement for Child Care Fee Subsidy

Operator Information

Agency Name	Application Date (yyyy-mm-dd)	
Location Name	Location ID (if applicable)	
Location Address (Street Number, Street Name, Unit/Suite Number)	City/Town	Postal Code
Contact Name (First, Last)	Position Title	
Business Telephone Number	Business Email	

Request Type – Please check one

New Service Agreement (non-profit & public operators only)
Please include a scanned copy of the following with your application:

- Notarized copy of the [Declaration of Not-for-Profit Compliance](#)
- Letters Patent or Articles of Incorporation

Change to Existing Service Agreement
No supporting documents required

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Licensed Capacity (as indicated on your Schedule 1 Ministry of Education license)

Age Group	Room 1	Room 2	Room 3	Room 4	Room 5	Room 6	Total
Infant							
Toddler							
Preschool							
Kindergarten							
School Age							
Total							

Current Operating Plan

Age Group	Room 1	Room 2	Room 3	Room 4	Room 5	Room 6	Total
Infant							
Toddler							
Preschool							
Kindergarten							
School Age							
Total							

Proposed Operating Plan

Age Group	Room 1	Room 2	Room 3	Room 4	Room 5	Room 6	Total
Infant							
Toddler							
Preschool							
Kindergarten							
School Age							
Total							

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Declaration – Please check to acknowledge that you have read each statement

- I understand this is an application to determine **eligibility** to enter into a Service Agreement.
- I have read and understand the requirements for entering into a Service Agreement as outlined on the City of Toronto's website.
- I understand that should the center be deemed eligible, a Service Agreement will not be approved until all financial, operating and licensing requirements are met and the agency complies with all legislative requirements and City policies.
- I understand that Service Agreements are not transferable.
- I understand that Operators should not enter into any agreement to sell, purchase, merge/ amalgamate or transfer ownership/control (through the sale of shares or assets) of a centre with an existing Service Agreement unless a request for a new Service Agreement has been approved.
- I understand that any financial responsibility the agency undertakes is at its own risk and the City takes no responsibility for any financial investment or contractual agreement the agency makes prior to entering into a Service Agreement.

Authorized Signing Officer (First, Last Name)	Signature	Date (yyyy-mm-dd)