United 4 Children

Making Children a Priority

Holiday Sign-In/Out Sheet

Child Care Provider's Name _____ PID # _____

Nutrition Consultant _____

Please check the holiday you are reporting:

___New Years Day ___Memorial Day ___Labor Day

___Independence Day ___Easter ___Thanksgiving ___Christmas

In order to be reimbursed for New Years Day, Memorial Day, Easter Sunday, 4th of July, Labor Day, Thanksgiving, or Christmas you must include a parent sign in sheet with your claim. If doing On-Line claims you will need to mail this into the office. It if is not with your claim you will not be reimbursed for that holiday claimed. On-Line claimers must have it into our office by 3rd of the following month.(Ex: claiming 4th of July needs to be in our office by Aug. 3). **If a child is not listed we will not reimburse for that child**. Attendance / menus must be kept for the holiday being claimed.

Please make copies of this sheet for future use or go to www.united4children.org and print a form.

Child's #	Child's Name	Date	Time In	Time Out	Parent Signature

I certify that the above has been completed by the parent(s) or guardian or person bring the child(ren) into the home or picking the child(ren) up and is true and correct.

Providers Signature_____ Date _____

United 4 Children – Illinois 1310 Papin Street, Suite 100 B St. Louis MO 63103