

BIRTH CERTIFICATE VERIFICATION

Please provide a certified copy of your child’s birth certificate or other reliable proof of the child’s identity and age, such as a passport, visa or other governmental documentation.

This document needs to be included in your child’s file within 30 days. If you are unable to provide the acceptable forms within this time frame, you will be given a written notice. If a passport or visa is submitted in place of the birth certificate, you must provide a sworn affidavit stating why a birth certificate is unavailable.

I have read and understand this document and will provide a copy of my child’s birth certificate or other reliable proof of identity within 30 days

Parent/Guardian Signature

Date

Director/Owner Signature

Date