



ELBERT COUNTY DEPARTMENT  
OF  
HUMAN SERVICES  
PO BOX 924  
75 Ute Avenue  
Kiowa, CO 80117  
P (303) 621-3149 / F (303) 621-0122

**Darcy Bolding**  
**Director**

APPLICANTS NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**VERIFICATIONS NEEDED TO PROCESS YOUR CHILD CARE APPLICATION**

- \_\_\_ Identification showing your legal name
- \_\_\_ Birth Certificates for all Children  
(We must see original citizenship and Identity documents for all family members)
- \_\_\_ Children Immunizations
- \_\_\_ Divorce Degree or other Documents stipulating support or maintenance
- \_\_\_ Proof of Income for all members of the household, to include but not limited to Wages/Salary, Social Security, SSI, VA, Annuities, Dividends, Royalties or any other income to the household
- \_\_\_ Check stubs for any of the above listed, for one month
- \_\_\_ Verification of work schedules (days and Hours) for all adults
- \_\_\_ Verification of residency
- \_\_\_ Name of Child Care Provider
- \_\_\_ Provider Social Security number (needed in order to receive payment) or State ID for Licensed Facility
- \_\_\_ Information on Provider – licensed or unlicensed
- \_\_\_ Application for Child Care Assistance
- \_\_\_ Client Responsibility Form
- \_\_\_ You must comply with Elbert County Child Support Services (if applicable)

***If you have any questions please Elbert County assistance payments dept. at 720-639-5840***

Elbert County Offices are closed on Fridays and all major holidays

Hours of Operation: Monday – Thursday 7:30 a.m. to 5:00 p.m.