

Little Kids Village

P.O. Box 29632

Chicago, Illinois 60629

773.776.4753--773.424.7656

Dear Parents,

When completing the center's enrollment forms, if both parents are present they must agree as to who will be authorized to pick up the children, as only one parent will be allowed to complete and sign the authorization for pick up list. This is usually the person who enrolls the child at the center. **The pick-up list must remain in effect and can only be altered every 45 days.** If the list needs to be altered for emergency purposes, a court order must be provided to the center in order to change the list before 45 days have been reached.

Please remove the following person/s from my child's pick up list:

Name _____ Phone Number _____

Name _____ Phone Number _____

Please add the following person/s to my child's pick up list:

Name _____ Phone Number _____

Address _____ Relationship _____

Name _____ Phone Number _____

Address _____ Relationship _____

Parent's Signature _____ Date _____

Little Kids Village

P.O. Box 29632

Chicago, Illinois 60629

773.776.4753--773.424.7656

Authorization for Pick up List Policy

When completing our enrollment forms, if both parents are present they must agree as to who will be authorized to pick up the children, as only one parent will be allowed to complete and sign the authorization for pick up list. This is usually the person who enrolls the child at the center. **The pick-up list must remain in effect and can only be altered every 45 days.** If the list needs to be altered for emergency purposes, a court order must be provided to the center in order to change the list before 45 days have been reached.

Parents

Signature _____ Date _____