CHILD CARE LICENSEE DESIGNEE STATE OF MICHIGAN

Department of Licensing and Regulatory Affairs Bureau of Community and Health Systems Child Care Licensing Division

The Child Care Organizations Act allows a licensee to designate another individual - called a licensee designee - to act on behalf of the licensee on licensing matters. The individual must be designated in writing by the person legally responsible for the license (board president, owner, superintendent, etc.). Note: All license applications must still be signed by the legally responsible person; they cannot be signed by the licensee designee.

If your organization wishes to do this, the legally responsible person (board president, superintendent, owner, etc.) must complete this form, designating another person as the representative for the licensee. The person being designated must agree in writing to be the licensee designee.

I designate	Name of Designee and Position				
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to serve as	l'es	N		's representative for	
	Lice	ensee Name			
				. This person	
Name of Child Care Center					
shall be legally responsible to represent the licensee in all licensing matters.					
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Name of Person Legally Responsible for the License (Board President, Owner, Superintendent, etc.)					
Owner, Superin	ntendent, etc.)	(200.0,			
Signature				Date	
I agree to be the licensee designee for the above named licensee and child care center.					
Name of Designee					
Signature				Date	
Note: New licensee designees may need to be fingerprinted. Please contact your licensing consultant to determine if fingerprints are needed and to obtain instructions on the process.					
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Authority: 1973 F Completion requ person as repres	ired if you wish to designate another	LARA is an equal opportunity employer/ program.			
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