

# Mandatory Statement for Dependent Care



In order to participate in the Dependent Care Flexible Spending Account you will need to complete and return this form once per Plan Year. Reimbursement cannot take place from the account unless this form is on file. If your provider changes mid-year a new form will also be required.

Employer Name: \_\_\_\_\_

Employee Name: \_\_\_\_\_ Plan Year: \_\_\_\_\_

**DEPENDENT CARE PROVIDER INFORMATION:**

Provider Name: \_\_\_\_\_

Provider Address: \_\_\_\_\_

Tax ID Number or Social Security Number: \_\_\_\_\_

(Please note: You must provide the above information to the IRS by completing Form 2441 on your Federal income tax return.)

**DEPENDENT INFORMATION:**

Name:	Date of Birth	Relationship to You	Does dependent live with you?	Is the dependent disabled?

Is the person who provided the dependent care a relative of yours?  Yes  No

If yes, please answer the following questions:

- How is the person related to you? \_\_\_\_\_
- If the person is your child, how old is he or she? \_\_\_\_\_
- Is the person your dependent for income tax purposes?  Yes  No

Dependent care will be provided in:  Your Home  A Qualified Day Care Center  Other \_\_\_\_\_

If care is provided at a Qualified Day Care Center, does the Day Care Center provide care for more than six people, and comply with all applicable state and local laws and regulations?  Yes  No

Are you married?  Yes  No

If yes, please answer the following questions:

- Does your spouse's annual earned income exceed the amount of the dependent care expenses elected?  
 Yes  No If no, please state your spouse's annual earned income \_\_\_\_\_
- Is your spouse a full time student?  Yes  No
- Does your spouse have a total disability which makes your spouse unable to care for himself/herself?  
 Yes  No

I certify that the information provided above is true and accurate to the best of my information, knowledge, and belief, and further certify that I will notify my employer if any of the above information changes during the current plan year.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_