**PARENT NOTIFICATION OF THE LICENSING NOTEBOOK REQUIREMENT**

**Child Care Organization Act, 1973 Puclic Act 116**

All child care centers must maintain a licensing notebook which includes all licensing inspection reports, special investigation reports and all related corrective action plans (CAP). The notebook must include all reports issued and CAPs developed on and after May 27, 2010 until the license is closed.

* This center maintains a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans.
* The notebook will be available to parents for review during regular business hours.
* Licensing inspection and special investigation reports from the past two years are available on the Bureau of Children and Adult Licensing website at [**www.michigan.gov/michildcare**](http://www.michigan.gov/michildcare).

Signature below, I acknowledge that all rights have been explained to me, and that I am signing this consent form of my own free will, with no coercion, threats, or promises being made to me.

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| PARENT, LEGAL GUARDIAN OR RESPONSIBLE ADULT |
|  |  |

Signature Date

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| STAFF SIGNATURE |
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Signature Date