

Documents Required with Completed Application

Please remember to: Submit copies (no originals) of required documents. Make a copy of your application packet for your records.

- Current government issued **Nevada Driver's License** for all adults in home (copy front and back)
- Social Security Card for all adults in home (copy)
- Marriage Certificate and/or any Divorce Decree(s)
- Death Certificate (if spouse is deceased)
- Verification of Income (paystubs for the most recent month, TANF, SNAP, SSI benefit statements)

Additional Documents Required to Complete Licensing:

- Automobile Insurance (copy of policy/coverage) for any adult providing transportation for children
- Permits for well/septic system (if applicable)
- Copy of Mortgage Statement *or* Lease/Rental agreement
- Current government issued **Nevada Driver's License** for all adults in home (copy front and back)
- Social Security Card for all adults in home (copy)
- Marriage Certificate and/or any Divorce Decree(s)
- Death Certificate (if spouse is deceased)
- Verification of Income (paystubs for the most recent month, TANF, SNAP, SSI benefit statements)
- Floor Plan of the living space (include exit routes & square footage of bedrooms; see SAMPLE floor plan provided)
- Immunization Records for all children in the home
- Pet Rabies Immunization Records and pet photos
- Family Photo
- Disposition of bankruptcy
- Fingerprint receipts for all adults in home (obtained through the DFS Background Office at the time of the fingerprint appointment)
- Single test TB Testing or Chest X-ray (**proof of test with date and results is required for all adults in the home**)
- CPR Certification - All primary applicants must complete a Pediatric CPR class in person. Pediatric CPR classes are available through DFS free of charge.
- Car Seat Training Certification - All primary applicants caring for a child under 6 years of age OR under 60 lbs must complete Car Seat Safety Training in person. Car Seat Safety Training classes are available through DFS free of charge.
- Caring for Our Own Kinship* Training Log and Certificate
- Reasonable and Prudent Parent Standard* training certificate
- CCFS: Are you ready? Emergency Prep* training certificate
- Completed emergency/disaster plan (included in this packet)
- Documentation of any arrests or citations along with a personally written statement explaining the events of the arrest(s). Also include arrest, court and/or other records that verify your report, including any documentation to verify charge dismissal.
- Receipt for fire extinguisher(s) (**2A-10BC 5lb rechargeable, one for each floor of home**)
- Signed discipline policy
- Signed Disclosure form
- Signed Statement of Understanding form
- Signed Release of Information form