

State of Illinois
Department of Children and Family Services

Day Care Services Eligibility - Verification of Self-Employment Form

I hereby release the below information to the Illinois Department of Children and Family Services (IDCFS) for the purpose of verifying my current employment.

Applicant Name

Applicant Signature

Date

SELF-EMPLOYMENT INFORMATION

Social Security Number / FEIN: _____

Hours dedicated to business/work-related matters each day:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

Number of hours per day of day care requested in a scheduled work week: _____

Company/Entity Name/DBA: _____

Business Address: _____

Business Phone: _____

Please Note:

To verify self-employment, please attach a copy of your recently filed Internal Revenue Service (IRS) Schedule SE (Form 1040), along with one of the following:

- a) copy of recent business/office lease/mortgage, office/workspace rent receipt;
- b) copy of your business monthly utility bills (phone, electric, etc.)
- c) current business bank statement;
- d) list of assets; and/or e) copies of (reacted) contracts.

I hereby certify by my signature that the above information is accurate. If the information is found to be false, DCFS has the right to recoup funds and/or prosecute:

Applicant Signature

Date

DCFS/POS Case worker Information:

DCFS/POS Caseworker's Name and Phone number

Definitions (from the *American Heritage College Dictionary – Third Edition – 1997*):
Self-employed
 Earning one's livelihood directly from one's own trade or business rather than as an employee of another.
Free-lance
 A person, especially writer or artist, who sells his or her services to employers without a long-term commitment.