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**PINELLAS COUNTY HEALTH DEPARTMENT
CHILD CARE LICENSING PROGRAM**

Procedure For Moving And Providing Family Child Care At A Different Residence

- ◆ A family day care home license or temporary permit is nontransferable and valid only for the address for which it was issued.
- ◆ A temporary permit cannot be issued until the new home is inspected and all requirements for licensure have been met.
- ◆ You may not care for children at your new home until you have received a temporary permit for your new address.

If you are planning to move and resume child care at a new location, you should:

- ◆ Notify our office as soon as possible for an application and a Plan of Operation.
- ◆ Submit an application and \$50.00 application fee along with a Plan of Operation form prior to the inspection of the new residence.

Your licensing specialist will call to schedule an appointment for a home inspection.

Please contact your licensing specialist if you have questions.

Providing child care at an unlicensed address could result in the imposition of an administrative fine.