

If you are self-employed, you must provide additional documents at each eligibility assessment:

- A completed *Declaration of Self-Employment Form* (included in this package)

Sole Proprietorships, Partnerships or Co-operatives must provide:

- The *T2125 Statement of Business or Professional Activities* as submitted to the Canada Revenue Agency (CRA) with your most recent income tax return **or**
- If you are newly self-employed and have not submitted a T2125, please a *Projected Statement of Business or Professional Activities Income and Expense Statement* (included in this package) confirming actual & projected business earnings

Corporations must provide:

- The *Articles of Incorporation* that show the number of partners in the business
- Financial statements* as submitted to CRA for the most recent fiscal year **or**
- If newly incorporated and financial statements have not been completed, an *Income and Expense Statement* confirming actual & projected business earnings for the current fiscal period
- Corporate Notice of Assessment* for the most recent fiscal year.

What you need to know:

- The Declaration of Self-Employment Form will be used to determine eligibility for child care fee assistance based on the amount of time spent conducting the business.
- The T2125 Statement of Business or Professional Activities, Financial Statements or the Projected Statement of Business or Professional Activities (if newly self-employed or incorporated) will be used to support your declaration of self-employment and financial viability of the business.
- To be eligible for child care fee assistance, the business must be generating a *minimum monthly gross income equal to minimum wage x 130 hours*.
- If your business does not generate the minimum gross monthly requirement, an exception may be made depending on the type of business.
- If you already receive child care fee assistance and we determine that your business is not meeting viability, you may be eligible for continued child care fee assistance for up to three months while you look for work or register for school.