

Instruction Guide for Verifying Payment of Annual Registration/Licensing Fees

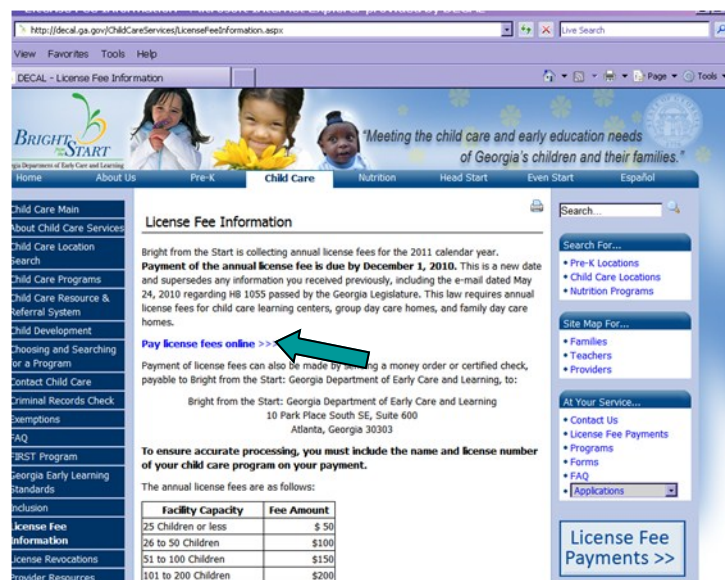
Bright from the Start now requires family and group day care homes and childcare centers to pay an annual registration or license fee. Fees must be paid no later than December 31st of each year. Bright from the Start's Childcare Services Division will issue new registrations within 90 days of receiving payment from providers or centers.

Because there is a delay between the provider/center paying the annual fee and receiving the new registration/license, Nutrition Services is providing instructions to Administrative and Day Care Home Sponsors on how to verify annual payments via Bright from the Start's website. A copy of the annual fee payment is sufficient documentation to submit with monthly update packages or provider applications. Sponsors must maintain a copy of the fee payment and the new registration on file.

Go to www.decal.ga.gov and on the right side, towards the bottom of the page, you will see "License Fee Payments". Click on the box



This will take you to the Child Care tab for License Fee Information. There is a link in blue; "Pay license fees online". Click on the link



You can search for a provider or center by following the prompts.

BRIGHT START
Georgia Department of Early Care and Learning

Fee Payment

Locate a Provider/Site

To Search for your facility, please enter one or more of the following criteria:

- License / Registration #
 - CCLC-xxxx number for your Child Care Learning Center
 - FR-xxxx number for your Family Day Care Home
 - GDCH-xxxx number for your Group Day Care Home
- OR
- Provider/Site Name (can be full or partial name; if you are a Family Day Care Home, enter your last name)
- OR
- County where your facility is located
- OR
- Zip Code where your facility is located

***Please note that you do not have to enter information into all fields in order to Search for your facility.**

Type All
 Child Care Learning Centers
 Group Day Care Homes
 Family Day Care Homes

License/Registration #

Provider/Site Name

County

Zip Code

You will get the best results if you select either “Group day Care Homes” or “Family Day Care Homes”, along with the provider’s last name or site name, county and Zip

Type All
 Child Care Learning Centers
 Group Day Care Homes
 Family Day Care Homes

License/Registration #

Provider/Site Name

County

Zip Code

You will then see a list of possible providers within the same county and zip. The address, city, state, type and license/reg # will also be provided. (I have blocked this info out for the provider’s privacy).



Fee Payment



Search Results

[Return to Search Page](#)

In order to pay the annual license/registration fee, select the facility from the list below.
 Note: Fees paid are **non-refundable**.

Provider/Site Search Results						
Provider	County	Zip	Address	City	Type	License/Req #
GREEN, LYNDIA M	Chatham	31419				
GREEN, WILLA T	Chatham	31419				

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The provider will have a Fee Payment statement. If the provider has paid the fee, the current expiration date set for the next year. For example: "12/31/2012". You will also see under the billing and Payment History, as to when the provider paid the fee. You should print this page for your records and also include it with your monthly updates for new registration/license, if a hard copy is not available.



Fee Payment

GREEN, WILLA T

SAVANNAH, GA 31419

Pay Fees

License Number: [REDACTED]
Current Expiration Date: 12/31/2011
License Fee Payment Status: Paid

Child Care Licensed Capacity: 6
Payment Year: 2011
Email address on file: [REDACTED]

Billing and Payment History

Transaction Date	Payment Type	Charge	Credit	Balance
11/01/2010	License Fee	\$50.00	\$0.00	-\$50.00
11/05/2010	Manual Payment	\$0.00	\$50.00	\$0.00