

**VIRGINIA**  
**CHILD CARE SERVICES**  
**PACKAGE**

Control Number: VA-P093-PKG

U.S. Legal Forms™ thanks you for your purchase of a Child Care Services Package. This package is an important tool to help you efficiently run a child care business and minimize your liability as a child care provider.

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### **I. FORM LIST**

With your Child Care Services Package, you will find the essential forms that will help you provide child care, while minimizing the potential for litigation.

Included in your package are the following forms:

- 1. Child Care Services Contract
- 2. Employment Agreement with Director of Child Care Center  
including Non-Competition Provision
- 3. Sample Letter for Promotional Letter - Daycare Services -  
Professional
- 4. Waiver and Release for Childcare Services
- 5. Business Use of Your Home - Including Use by Daycare  
Providers

### **II. DESCRIPTIONS OF FORMS**

Brief descriptions of the forms contained in your U.S. Legal Forms Child Care Services Package are found below.

#### **Child Care Services Contract**

This is an agreement between an individual employer and a child care provider whereby the employer hires the provider to care for employer's children as an independent contractor. Employment Agreement with Director of Child Care Center including Non-Competition Provision This form is used to establish the terms of employment, including duties, compensation, termination, benefits, and more between a child care provider and the director hired by it. A non-competition clause is included as well. Restrictions to prevent competition by a former employee are held valid when they are reasonable and necessary to protect the interests of the employer.

### **Employment Agreement with Director of Child Care Center including Non-Competition Provision**

This form is used to establish the terms of employment, including duties, compensation, termination, benefits, and more between a child care provider and the director hired by it. A non-competition clause is included as well. Restrictions to prevent competition by a former employee are held valid when they are reasonable and necessary to protect the interests of the employer.

### **Sample Letter for Promotional Letter - Daycare Services – Professional**

This form is a sample letter in Word format designed to be used to promote child care services offered in a professional and inviting manner.

### **Waiver and Release for Childcare Services**

This form is a release given to a childcare service for any injuries that are suffered by a child while under the care of the childcare service. This form is a generic example that may be referred to when preparing such a form for your particular state.

### **Business Use of Your Home - Including Use by Daycare Providers**

This is a free instructional form with guidance on complying with tax implications involved in running a home daycare business. Specific instruction is provided on the deduction of business expenses in a home daycare situation.

This form may be downloaded at the following link:

<http://www.irs.gov/pub/irs-pdf/p587.pdf>

If you need additional information, please visit [www.uslegalforms.com](http://www.uslegalforms.com) and look up forms by subject matter. You may also wish to visit our legal definitions page at <http://definitions.uslegal.com/>

## **III. LEGAL DOCUMENT STORAGE**

Once you prepare legal documents and forms in your U.S. Legal Forms™ Essential Legal Life Documents Package, it is highly recommended that you keep forms together. An optional USLegal Life Documents Organizer – small or large size is available for purchase from [www.uslegalforms.com](http://www.uslegalforms.com) to help store you legal documents.

Legal documents should also be kept in a very secure place such as a bank safe deposit box or personal home safe. You may wish to tell your attorney or a family member about the location of your Legal Life Documents Package in the event you are unable to communicate it to them when needed.

## **IV. TIPS ON COMPLETING THE FORMS**

The form(s) in this packet may contain "form fields" created using Microsoft Word or Adobe Acrobat (.pdf format). "Form fields" facilitate completion of the forms using your computer. They do not limit your ability to print the form "in blank" and complete with a typewriter or by hand.

It is also helpful to be able to see the location of the form fields. Go to the View menu, click on Toolbars, and then select Forms. This will open the Forms toolbar. Look for the button on the Forms toolbar that resembles a shaded letter "a". Click this button and the form fields will be visible.

By clicking on the appropriate form field, you will be able to enter the needed information. In some instances, the form field and the line will disappear after information is entered. In other cases, it will not. The form was created to function in this manner.

## **V. DISCLAIMER**

These materials were developed by U.S. Legal Forms, Inc. based upon statutes and forms for the subject state. All information and Forms are subject to this Disclaimer:

**All forms in this package are provided without any warranty, express or implied, as to their legal effect and completeness. Please use at your own risk. If you have a serious legal problem, we suggest that you consult an attorney in your state. U.S. Legal Forms, Inc. does not provide legal advice. The products offered by U.S. Legal Forms (USLF) are not a substitute for the advice of an attorney.**

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