

In order to complete your Preschool Promise Provider application please submit the following current documents with this completed application to Ashley Marshall at ashley.marshall@learntoearnadayton.org. If you have questions regarding this application, please call Ashley Marshall at (937) 236-9965 ext. 2132

Required Documents:

- 1) Copy of current ODJFS or ODE license
- 2) Copy of current Step Up to Quality Rating Certificate
- 3) Copy of Preschool Promise classroom teacher's credentials (ie: CDA, CPL certificate or copy of degree)
- 4) Proof of General Liability Insurance with limits of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate.
 - a. This proof of insurance MUST name Preschool Promise, Inc., and any other parties reasonably designated in writing by Preschool Promise, Inc., as additional insured
 - b. This insurance MUST include coverage for sexual abuse and molestation
- 5) Proof of Worker's Compensation Insurance as required by the Ohio Bureau of Worker's Compensation. If the provider is not required to have Worker's Compensation Insurance under Ohio law, please check the box below.

 By checking this box, the provider represents to Preschool Promise, Inc. that it is a sole proprietor, partnership, or a limited liability company acting as a sole proprietor or partnership, and is otherwise not required to carry workers' compensation insurance under Ohio law.
- 6) Proof of Automobile Insurance if automobiles are used by the provider in its usual course of business. If the provider does not use automobiles in its usual course of business, please check the box below.

 By checking this box, the provider represents to Preschool Promise, Inc. that it does not use automobiles in its usual course of business, and will not use automobiles in its usual course of business during the provider's participation in Preschool Promise.
- 7) Current published rates for all age groups
- 8) Provider Handbook Signature Page