

Board of Directors/
Parent Advisory Committee/
Management Committee

Please check one of the following:

- ☐ Add a new member
- ☐ Modify an existing member
- ☐ Remove a member

Please print clearly or type

Manitoba Family Services & Housing
Child Care Program
219 - 114 Garry Street
Winnipeg Manitoba R3C 4V6
(204) 945-0776
Toll free: 1-888-213-4754
Website: www.manitoba.ca/childcare



Facility Information

Facility ID number:

Facility “Operating As” Name:

Personal Information about the Member

Please complete a separate form for each member as they are added, modified or removed.

Is this person an immediate family member of an employee of the facility?

☐ No ☐ Yes

(Please complete only if your facility is funded)

Full & complete legal name:

Last name First name Middle name

Previous name(s): (Required if modifying a member due to name change.)

Last name First name Middle name

Last name First name Middle name

Mailing address of Member:

PO/Box # and Group #; building name; civic or municipal address etc.

City/town/municipality Province Postal Code

Contact Information of Member:

Phone: Fax: Email:

Member Information

What language does this member like to receive correspondence? ☐ English ☐ Francais ☐ Both

What method of correspondence does this member wish to use? ☐ Mail ☐ Fax ☐ E-Mail

Relationship to Centre (Please select only one.): ☐ Parent/Guardian ☐ Employee ☐ Community Member

Position on board/committee (Please select all that apply.): ☐ Chairperson/President ☐ Vice-Chairperson/Vice-President

☐ Treasurer ☐ Secretary ☐ Member

Start Date (YYYY/MM/DD):

End Date optional (YYYY/MM/DD):

(An end date is required to remove a member.)

Note: It is your responsibility to advise the Companies Office of this change

Declaration

Composition:

A board of directors, parent advisory committee or Management committee in receipt of grants from Child Day Care must adhere to the requirements of Manitoba Regulation 62/86, Section 36(2), which defines the composition of a board or committee as follows:

1. A minimum of 5 persons;
2. A minimum of 20% are parents or guardians of children attending;
3. Not more than 20% are employees of the day care centre or nursery school; and
4. None are immediate family members of employees of the centre.

☐ I hereby certify that our Board of Directors/Parent Advisory Committee/Management Committee meets the requirements of Manitoba Regulation 62/86, Section 36(2) and that the statements made and the information submitted for this member are true.

Reported by:

Last name First name Middle name

Position: ☐ Director ☐ Assistant Director ☐ Supervisor ☐ Member