

McMinnville Cooperative Ministry
Child Care Request Form

This form must be completed and turned in to the office along with a “Facilities Request Form” to request a reservation for childcare at your event.

1. All groups are required to use an MUMC child-care provider.
2. Each child left with the child-care provider(s) will stay within the reserved area until a parent or guardian picks the child up. There will be no unnecessary coming and going.
3. All groups using the facilities that wish to serve snacks and/or drinks to children in their care will provide their own food and/or beverages.
4. Child care is available for children newborn to age 8.

Requests for child care must be submitted through the church office. **All requests need be submitted two weeks prior to the event.** Below is a list of information that will be needed at time of the request:

Contact Person: _____

Phone and/or email: _____

Event: _____

Date and time of event: _____

Number and ages of children expected: _____

Special instructions or notes: _____

For Office Use Only:

_____ Childcare Coordinator (CC) Notified

_____ Nursery and/or Preschool rooms booked

_____ Copy to CCs box