

# Child Care Licensing Fees and Payment Instructions

## New License Applications:

<b>Applicants</b>	
Background Study Fee	\$100
Licensing Fee	\$50
Total	\$150

## Off Year/Relicensing Applications:

<b>Off Year Licensing Fee</b>	
Background Study Fee	\$100
Total	\$100
<b>Relicensing Fee</b>	
Background Study Fee	\$100
Licensing Fee (for two years)	\$100
Total	\$200

## Payment Instructions:

- Payment in the form of a personal check, money order, or cashier's check will be accepted
- Enclose payment with the initial application. Checks should be made payable to **Scott County Treasurer** and for mailing, send to:  
Scott County Health and Human Services  
Attn: Child Care Licensing  
Government Center 300  
200 4<sup>th</sup> Ave W.  
Shakopee, MN 55379
- If you would prefer to pay by Credit Card, you can do so by calling (952) 496-8490 or by coming in person to the third floor of the Government Center at the front desk and paying by credit card there.
- Fees are non-refundable

Please contact Child Care Licensing at (952) 445-7751 with questions.