



Daycare Business License Application

The purpose of this Daycare Business License is to ensure all daycare facilities meet the minimum statewide standards established by the State of Idaho to secure the protection of children and the City of Kuna community.

The laws of the state of Idaho, codified in Idaho Code Section 39-1102 as are in effect and which may hereafter be amended or recodified, are hereby adopted for the purpose of this chapter, except as modified or supplemented by this chapter. The definitions of Idaho Code Section 39-1102, and as amended or recodified, shall also be the definitions used for terms used in this chapter, unless the context clearly requires a different definition or a different definition is provided.

KUNA CODE 5-1-6 DEFINES THE FOLLOWING:

CHILD CARE FACILITIES: Any home, structure, or place where nonmedical care, protection or supervision is regularly provided to children under twelve (12) years of age, for periods less than twenty-four (24) hours per day, while the parents or guardians are not on the premises. Any facility providing child care is required to have a special use permit and a State of Idaho basic day care license. There are three (3) types of child care facilities:

- A. *Home child care:* A child care facility which provides care for six (6) or fewer children throughout the day.
- B. *Group child care:* A child care facility which provides care for seven (7) to twelve (12) children throughout the day.
- C. *Child care center:* A child care facility which provides care for more than thirteen (13) children throughout the day. It should be noted that, in determining the type of child care facility that is being operated, the total number of children cared for during the day and not the number of children at the facility at any one time is determinative.

3-10-6: LICENSE EXPIRATION

All licenses issued pursuant to this chapter shall expire one year from the date of issuance.

3-10-9: RENEWALS

Any license, issued pursuant to this chapter, may be renewed for an additional year as long as the licensee has complied with all terms and conditions of this chapter and applies for the renewal prior to the expiration of the current license.

3-10-10: LICENSE DENIAL AND REVOCATION

An application shall be denied and a license issued pursuant to this chapter shall be revoked by the City Clerk on any of the following grounds:

1. Fraud, misrepresentation or false statement in the application or renewal application;
2. Applicant is not qualified to hold the license;
3. License transfer or other licensee violation of the provisions of this chapter.

Questions? Contact the Kuna City Clerk's Office at (208) 387-7726 or CityClerk@KunaID.gov.



City of Kuna | 751 W 4th Street | P.O. Box 13 | Kuna, ID 83634 | Phone (208) 387-7726
www.KunaCity.ID.gov | CityClerk@KunaID.gov

Daycare Business License Application

License Type: 1 Year NEW \$27.00 1 Year RENEWAL \$14.00

Business Name: _____ Phone: _____

Business Address: _____

Business Email: _____ Permission to contact via email? Yes No

Hours of Operation: _____

Full Legal Name: _____ Phone: _____

Mailing Address: _____

Email: _____ Permission to contact via email? Yes No

Date Application was Submitted for a State of Idaho Daycare License: _____

Do you or any of your employees have any warrants, criminal charges and/or convictions, withheld judgements or pleas of nolo contendere for felony or misdemeanor violations in the last five (5) years? If YES, please provide names, dates, & locations. If NO, indicate N/A.

Have you or any of your employees ever had a Daycare or Business Permit/License revoked or suspended within the last five (5) years? If YES, please provide names, dates, & locations. If NO, please indicate N/A.

Would you like to have your business listed on the City of Kuna website for FREE? If so, please provide the information that you would like listed: Phone Number Address Website Other: _____

Applicant Signature

Date

← Have you already obtained a Sales/Use Tax Permit with the Idaho Tax Commission? Yes No →

REQUIRED

Acquire the 3 (three) signatures of approval below in order OR attach a copy of your Certificate of Occupancy

Kuna Rural Fire District: _____ Date: _____

Call to set an appointment: (208) 922-1144

Planning & Zoning Dept: _____ Date: _____

Zoning: _____ Land Use: _____

Building Dept: _____ Date: _____

Attach a copy of your Certificate of Occupancy. If you do not have a copy, please contact the Building Department at (208) 922-5546 for signature of verification.

Building Dept. Signature & Date



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The following items are required. Applications without the items listed below will not be accepted.

- Completed City of Kuna Daycare Business License Application
- Copy or emailed copy of the completed and approved Special Use Permit (SUP) packet from the City of Kuna Planning and Zoning Department
- Copy of the applicant's valid state issued identification (i.e., Driver's License)
- Verification of submitted application for State of Idaho daycare license
- Verification of criminal history and background check clearance

OFFICE USE ONLY

Staff must verify each item is provided at the time of application submission.

- Completed City of Kuna Daycare Business License Application
Staff Initials: _____ Date: _____
- Copy or emailed copy of the completed and approved Special Use Permit (SUP) packet from the City of Kuna Planning and Zoning Department
Staff Initials: _____ Date: _____
- Copy of the applicant's valid state issued identification (i.e., Driver's License)
Staff Initials: _____ Date: _____
- Verification of submitted application for State of Idaho daycare license
Staff Initials: _____ Date: _____
- Verification of criminal history and background check clearance
Staff Initials: _____ Date: _____

License #: _____ License Type: New Renewal

Date Issued: _____ Expiration Date: _____

Date Fee Paid: _____ Receipt #: _____

License Approved? Yes No Reason for Denial: _____

License Printed? Yes N/A Added to Directory? Yes N/A

Staff Initials: _____ Date: _____