

## **Pre-School Credit** Provider Reclaim Form 2023-2024

Pre-School Name:	
Provider Name/Childminder:	
Claim for Period / Month:	
Date of Claim:	

						£
Credit ID	Child Name	Total Credit Awarded	Amount Claimed to Date	Total Amount Remaining	Amount Remaining for Period	Amount Claimed
I						

I certify that this reclaim is made against the cost of agreed pre-school provision for the above named children and the amounts claimed have been deducted from the charges invoiced to the child's parents / guardians.

Signed

Please see notes overleaf

Date \_\_\_\_\_

## **Registered Provider Reclaim Form**

## Conditions

- 1. Claims can only be made against the cost of provision of pre-school services.
- 2. Claims can only be made against credit awards registered with the provider.
- 3. Credits are not transferrable and can only be used for the child named on the official credit award letter.
- 4. Claims should be submitted on a monthly basis to:

Department of Education, Sport and Culture Finance Division Thie Slieau Whallian Foxdale Road St John's IM4 3AS

- 5. The credit is available to be claimed on a monthly basis of £347 per month for children who are in year round childcare and up to £415/£282 per month for term-time children, any unused credit can be carried forward.
- 6. Payments will be made by BACS transfer and a separate remittance advice giving details of the payment will be sent by post.
- All enquiries relating to reclaims or payments should be addressed to the Department of Education, Sport and Culture at the address above, phone: 01624 687146 email: Pre-SchoolCredit.DESC@gov.im
- 8. False or fraudulent claims may result in legal action against the provider and/or the parent as appropriate.