MARYLAND STATE DEPARTMENT OF EDUCATION

Office of Child Care

Voluntary Surrender of a Child Care Center License in Lieu of an Enforcement Action Statement of Understanding

	Initial each box
1. By signing this Statement of Understanding, I am freely and voluntarily surrendering the Child Care Center License to the Office of Child Care (OCC).	
2. When I voluntarily surrender the Child Care Center license I shall immediately stop providing child care services as defined in Child Care Center regulations, COMAR13A.16 because I am no longer allowed to provide legal child care in the State of Maryland unless I re-apply to the OCC and the OCC re-issues me a new Child Care Center license.	
3. I understand that I have forfeited or given up any of my rights to disagree with the findings of the OCC including giving up my right to appeal and to have my appeal heard before an impartial judge of the Office of Administrative Hearings.	
4. I understand that the OCC may notify parents of children in my care or anyone else deemed appropriate by the OCC that the child care center is no longer licensed	
5. I understand if I continue to provide child care services without a Child Care license, then I may be fined for operating a Child Care Center without a license.	
6. I have read the information contained herein or have had it read to me and I understand it. I have also initialed each statement indicating that I understand and agree with each statement.	
7. I still want to voluntarily surrender my Child Care Center license. I am no longer going to provide child care services in the State of Maryland without first re-applying to the OCC and being approved by the OCC for the issuance of a new Child Care Center license. I also agree to voluntarily forfeit any appeal rights I may have in this matter	

_____ _____

Center Resident Agent Date

_____

Center Name

_____

Address City State Zip Code

_____ _____

OCC Representative Signature/Title Date