



Department of Human Services • Division of Family Development

NEW JERSEY CHILD CARE ASSISTANCE PROGRAM
VERIFICATION OF EMPLOYMENT FORM

Instructions: Part 1 of the Verification of Employment Form must be completed by the parent applying for child care assistance to authorize sharing their employment information with the Child Care Resource and Referral agency (CCR&R). Part 2 must be completed by the parent's employer to verify information the CCR&R needs to determine the parent's eligibility for assistance. The employer must submit the completed form directly to the CCR&R.

Instrucciones: La parte 1 del Formulario de Verificación de Empleo debe ser completada por el padre que solicita asistencia para el cuidado de niños para autorizar a compartir su información de empleo con la agencia de Recursos e Información sobre el Cuidado de Niños (Child Care Resource and Referral, CCR&R). La parte 2 debe ser completada por el empleador del padre para verificar la información que el CCR&R necesita para determinar la elegibilidad del padre para recibir asistencia. El empleador debe enviar el formulario completo directamente a la CCR&R.

Part 1: Completed by Parent (Parte 1: Completada por los Padres)

Form section for Part 1: Completed by Parent. Includes fields for Parent Name, Child Name, Street Address, City, State, Zip Code, Consent to Release Information, and Parent Signature/Date.

PART 2: Completed by Employer (PARTE 2: A ser completado por el empleador)

Form section for Part 2: Completed by Employer. Includes fields for Name of Company, Street Address, City, State, Zip Code, Email, Phone, Fax, Employment Information (job title, hours, dates, pay), and contact information for the employer completing the form.

The employer must provide this form directly to the Child Care Resource and Referral (CCR&R) agency: