



beachside
COMMUNITY CHURCH

Childcare Reimbursement Form

Beachside Community Church
PO Box 445
Fort Walton Beach, FL 32549

E: admin@beachsideecc.org

Reimbursement Payable To:

Name	
Address	
City	State
Zip	Phone #
Group Leader Name	

***Please fill out ONE form per event.
Form must be submitted within 30 days of event.***

Event Name	Date	# of Children	# of Hours	Amount

For individual sitters, please use the chart below.

Individual Reimbursement Chart				
Number of Children	Hours of Event			
	1	2	3	
1	\$7.00	\$14.00	\$21.00	
2	\$7.50	\$15.00	\$22.50	
3	\$8.00	\$16.00	\$24.00	
4	\$8.50	\$17.00	\$25.50	

***Group setting of 5 or more children will be paid at a rate of \$9 per hour.
Please mail, email, or drop off this form at the church office.***

Childcare expenses are processed in the following ways:

1. We reimburse parents at a set rate for the cost of an individual baby-sitter.
2. One childcare reimbursement form is to be filled out by each couple/parent per event attended.
3. Group members return completed forms to the Beachside Office or by mail or email.
4. A check will then be issued and mailed to each couple/parent within 2-3 weeks.
5. For accounting purposes, each form must be submitted within 30 days of the event.