



**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**LEGAL AND REGULATORY SERVICES**  
**CHILD CARE LICENSING UNIT**

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July 19, 2022

Dear Child Care Colleagues:

Exciting news! On June 24, 2022, Governor Sununu signed legislation proposed by CCLU to reduce the cost of new and renewed eligibility cards from \$50 to \$25, with the prorated amount reduced from \$10 per year to \$5 per year, and the replacement card fee has been reduced from \$15 to \$10 should the original be misplaced.

This change went into effect on July 1, 2022. We are working with our finance department on two options for the submissions we have received as of July 1:

1. Issuing refunds; or
2. If the payment came from the program's bank account, maintaining a balance by program to be used for future submissions.

There is nothing you need to do as we have a record of the payments we have received. If we need additional information to process this request we will reach out to the program or individual listed as the account holder on the checks received.

Moving forward, please send the reduced payment of \$25 for new or renewal submissions, \$5 per year for prorated submissions, and \$10 for a replacement card. Anything we receive while in this transition will also be refunded.

If you have any questions, please send an email to [cclunit@dhhs.nh.gov](mailto:cclunit@dhhs.nh.gov), or call our office at 603-271-9025.

Sincerely,

A handwritten signature in dark ink, appearing to read "Melissa St. Cyr".

Chief  
Child Care Licensing Unit