

Applications will not be accepted in the City Clerk's Office until March 29, 2010



CITY OF LAKEWOOD

## CARE-GIVER FACILITY LICENSE APPLICATION

### Lakewood Civic Center

As part of the care-giver facility license application, the Lakewood Municipal Code requires each individual who is a sole proprietor, partner, corporate officer, director, or stockholder holding 10% or more interest to give personal history information that will be used to conduct a background investigation.

Included are the following:

- City of Lakewood Care-Giver Facility Ordinance
- Document Checklist
- Care-Giver Facility License Application (pages 1-8)
- Primary Care-Giver Affidavit
- School Distance Requirement Affidavit
- Release of Information

**ALL INFORMATION MUST BE TYPEWRITTEN OR HAND  
PRINTED IN BLACK INK**

**PLEASE SUBMIT FORMS AND SUPPORTING DOCUMENTS IN  
TRIPLICATE**

When the complete care-giver facility license application is received in the City Clerk's Office, individuals will be referred to the Lakewood Police Department for fingerprinting.

**FINGERPRINTING IS CONDUCTED ONLY DURING  
SPECIFIED TIMES:**

Tuesday, 8:00 a.m. to 9:30 a.m.  
Wednesday, 11:30 a.m. to 1:00 p.m.

Out-of-state residents may handle fingerprint/photograph requirements by mail using special packets available from the City Clerk's Office.

If you have any questions regarding this packet, please call the City Clerk's office at 303-987-7086.

**CITY OF LAKEWOOD**

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Lakewood Civic Center  
480 S. Allison Parkway  
Lakewood, CO 80226-3127  
Phone: 303-987-7080  
Fax: 303-987-7088  
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