

Ladybird Childcare Vouchers Voucher Redemption Agreement

Nursery/Childminder Bank Details

Name of Bank

Branch

Address

Account name

Account number (8 digits)

Building Society Ref/Roll number

Sort Code - -

I confirm that the information given in this agreement is correct and that I will accept Ladybird Childcare Vouchers as part or full payment for childcare services provided. I have read and accept the terms and conditions. I agree to notify Ladybird if my registration/approved status is withdrawn.

Signed Date

Please remember to return the completed agreement to Ladybird, along with a copy of your Registration Certificate or Approved Status Certificate.



Ladybird Employee Benefits Ltd

41 First Avenue, Charmandean, Worthing, West Sussex, BN14 9NJ

Tel: 0845 3025888

Email: vouchers@ladybirdeb.co.uk

Website: www.ladybirdeb.co.uk



Ladybird Childcare Vouchers



Carer Registration Form

Please pass this agreement to your Childcarer for completion & return to Ladybird

Ladybird Childcare Vouchers

Terms & Conditions

In order to effectively administer the Childcare Voucher System, there are a number of responsibilities for the various parties involved.

The Childcare Provider Must:

Be registered with:

If you are a registered Childminder or a Nanny-

- Ofsted for England
- The Care Standard for Wales
- The Care Commission for Scotland
- Health and Services Trust for Northern Ireland
Other childcare providers such as unregistered Childminders, Nannies or Au Pairs
- Nestor or England
- Please contact the respective bodies above for Scotland, Wales and Northern Ireland.

Provide evidence of valid registration/approved status. Please note that Ladybird will require a copy of your approval status certificate on an annual basis.

Complete a Voucher Redemption Agreement before vouchers can be redeemed.

Carer agrees to inform Ladybird of any changes regarding address, bank details, contact details or approval status.

It is the responsibility of the carer to ensure the bank details provided are correct and able accept BACS payments.

Carer agrees that if payments are found to be made in error, Ladybird will reclaim this money either from future payments or the carer will be requested to send the payments back to Ladybird.

To redeem your vouchers please call Ladybird on 0845 3025888 and quote your unique carer ID number or apply to redeem online.

Ladybird will:

Make payments to Childcare Provider shown on the voucher for the full value of the Childcare Vouchers redeemed.

Pay by BACS directly into your Bank Account within three/four working days upon receipt of the Childcare Voucher redemption request and issue a remittance advice accordingly.

Childcare Vouchers are valid for a period of 12 months following the date of issue.

Ladybird will not be held responsible for any charges related to late payment of funds

Please retain this section for your records

Redemption Agreement

For office use only:

Date received:

Unique ID No:

The designated childcare provider must complete this agreement.

Please complete all fields.

Mr Mrs Ms Miss Other

First Name

Surname

Nursery name if applicable

Address

Postcode

Daytime tel no.

Email Address

Registration/Approval Details

Please state which of the following types of childcare you provide.

Nursery Playgroups/creches

Childminder Before & After School Clubs

Nanny Holiday Scheme

Other (please specify)

Registration/Approval No.

Which body are you registered with? Please include a copy of either your registration certificate or approved status certificate.