

The following documents must be provided at the time of your appointment:

⇒ the attached pre-registration form, duly completed and signed.

⇒ a copy of your valid CSA (*chèque service d'accueil*) contract.

⇒ recent documents proving the family's situation:

➤ An extended residence certificate for single-parent families.

⇒ recent documents attesting the professional situation:

**1. Guardians who are working or studying:**

- An employment certificate duly completed, stamped, and signed by the employer, indicating the duration and weekly working hours.
- A certificate of affiliation must be submitted for self-employed persons.
- In the case of recent recruitment, a copy of the employment contract or a promise of employment may be provided. Provide a completed work certificate as soon as possible.
- A certificate from the school duly completed, stamped, and signed by the educational establishment, indicating the duration and schedule of weekly courses.

**2. For all guardians not covered by point 1:**

- A recent certificate from REVIS, ADEM or Office Social (OSD)

**3. For all guardians who are not covered by points 1 and 2 and who suffer from a health problem that makes it impossible to look after the child during the hours requested:**

- A recent medical certificate attesting to the guardians' health situation.