

Circle One: Adult DLW IS OS DWG Apprn.
(To be filled out by WAPDD Staff)

(Updated 7/2019)

Child Care Invoice
 Western Arkansas Planning and Development District
 1109 South 16th Street Fort Smith, AR 72901
 Phone: (479) 785-2651 Fax: (479) 785-1964

Childcare Center _____

Telephone Number _____

Address _____ City _____ State _____ Zip _____

Period Coverd To From	Parent's Name	Child's Name	Rate of Days or Weeks (Circle One)	X	Number of Days or Weeks (Circle One)	=	Total Charges
			\$	X		=	\$
			\$	X		=	\$
			\$	X		=	\$
			\$	X		=	\$
			\$	X		=	\$

Total Invoice \$ _____

For payment, see the reverse side or attached pay schedule.

Approved Amt. to be paid: \$ _____
(To be filled out by WAPDD Staff)

I hereby certify that the charges listed above represent a true and accurate account for services rendered. Any amount WAPDD has not agreed to pay is hereby my responsibility to request payment from the parent listed above.

I certify that the invoice has been reviewed, that the parent named herein is enrolled in WIOA Title I-B approved activities, and that the child(ren) named herein are attending the daycare center as specified:

Childcare Center's Authorized Signature _____ Date _____

WAPDD Staff _____ Date _____

**WESTERN ARKANSAS PLANNING AND DEVELOPMENT DISTRICT
CLIENT PAY SCHEDULE**

PAY PERIOD BEGINS	PAY PERIOD ENDS	TIME SHEET DUE	CHECK MAILED
(mail time sheets)			
June 30, 2019	July 13, 2019	July 16, 2019	July 18, 2019
July 14, 2019	July 27, 2019	July 30, 2019	August 1, 2019
July 28, 2019	August 10, 2019	August 13, 2019	August 15, 2019
August 11, 2019	August 24, 2019	August 27, 2019	August 29, 2019
August 25, 2019	September 7, 2019	September 10, 2019	September 12, 2019
September 8, 2019	September 21, 2019	September 24, 2019	September 26, 2019
September 22, 2019	October 5, 2019	October 8, 2019	October 10, 2019
October 6, 2019	October 19, 2019	October 22, 2019	October 24, 2019
October 20, 2019	November 2, 2019	November 5, 2019	November 7, 2019
November 3, 2019	November 16, 2019	November 19, 2019	November 21, 2019
November 17, 2019	November 30, 2019	December 3, 2019	December 5, 2019
December 1, 2019	December 14, 2019	December 17, 2019	December 19, 2019
December 15, 2019	December 28, 2019	December 31, 2019	January 2, 2020
December 29, 2019	January 11, 2020	January 14, 2020	January 16, 2020
January 12, 2020	January 25, 2020	January 28, 2020	January 30, 2020
January 26, 2020	February 8, 2020	February 11, 2020	February 13, 2020
February 9, 2020	February 22, 2020	February 25, 2020	February 27, 2020
February 23, 2020	March 7, 2020	March 10, 2020	March 12, 2020
March 8, 2020	March 21, 2020	March 24, 2020	March 26, 2020
March 22, 2020	April 4, 2020	April 7, 2020	April 9, 2020
April 5, 2020	April 18, 2020	April 21, 2020	April 23, 2020
April 19, 2020	May 2, 2020	May 5, 2020	May 7, 2020
May 3, 2020	May 16, 2020	May 19, 2020	May 21, 2020
May 17, 2020	May 30, 2020	June 2, 2020	June 4, 2020
May 31, 2020	June 13, 2020	June 16, 2020	June 18, 2020
June 14, 2020	June 27, 2020	June 30, 2020	July 2, 2020
June 28, 2020	July 11, 2020	July 14, 2020	July 16, 2020
July 12, 2020	July 25, 2020	July 28, 2020	July 30, 2020

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IMPORTANT INFORMATION:

TIMESHEETS MUST BE IN THE WAPDD OFFICE NO LATER THAN NOON ON THE TUESDAY FOLLOWING THE END OF THE PAY PERIOD.

LATE TIMESHEETS WILL NOT BE PAID UNTIL THE NEXT PAY PERIOD.

COMPLETED, SIGNED IN INK, TIME SHEETS

MUST BE MAILED (IF NOT HAND DELIVERED) TO: WAPDD

1109 South 16th Street

Fort Smith, AR 72901

IF ADDITIONAL INFORMATION IS NEEDED, PLEASE CONTACT YOUR CAREER ADVISOR

AT WAPDD AT (479) 785-2651

Office Hours: Monday - Friday 8:00 A.M. - 4:30 P.M.

*** Due to holidays paychecks will be mailed early. Please make sure to have timesheets in earlier on these dates.**