

**Bergen County Office for Children
One Bergen County Plaza, 2nd Floor
Hackensack, NJ 07601
Telephone: 201-336-7150
Fax – 201-336-7155**

Designee/Alternate Cardholder Request Form

You may order cards for other people who have your permission to transport your child and check your child in or out of child care. Cards may be ordered by parent/applicant only. Parent/Applicant may order up to two cards.

Please write clearly:

Client Name: _____

1. Designee Name: _____ 1. Designee Date of Birth: _____

2. Designee Name: _____ 1. Designee Date of Birth: _____

Designee cards will be sent to the Client who distributes them to their designees. Designees must activate their own cards (PIN them – add Personal Identification Number) before use at child care.

Mail or fax this form back to the Office for Children

Thank you