

CHILD CARE PERMIT INSTRUCTIONS



WASHOE
COUNTY
SHERIFF'S
OFFICE
•
RECORDS-
PERMITS

Instructions for Completing Child Care Application

1. Go to the *Washoe County Sheriff's Office Webpage*

www.washoesherriff.com

Please use Google Chrome for best results

2. Click on *Records* at **top** of page

3. Click on *Work Permits* **near the bottom** of page

4. Click on and complete the *Childcare Work Cards* **ONLINE APPLICATION**

5. Once the application is **submitted** you will receive an **email** confirmation

6. A link will be provided on the *submission confirmation page* and in the *email confirmation*, please **click** on this **link** to make your appointment

Please **Bring a Printed Copy** of your:

- Child Care Work Permit Application, Fingerprint Authorization Form, and Child Support Form *you completed online.*
- Applicant Authorization Form from **Employer**

Questions or for assistance in scheduling appointments please email: SO-Records-Permits@washoecounty.us