

FEE SCHEDULE

Fee	Description	Amount
License/Certificate Fee	This is the new and renewal license/certificate fee.	\$62.00
New Center Fee	This is an additional, one-time fee for new center licenses. It includes changes of location and additional locations.	\$200.00
Center Per Child Fee	This is an additional new and renewal center license fee. It is based on the requested / approved capacity, for example Capacity = 50 children x \$1.75 per child = \$87.50 Total	\$1.75 per child
Late Renewal Fee	This is an additional fee when a renewal request is received 1-30 days after the expiration of the license/certificate.	\$15.50 (Home & Center) + .75 per child (Center)
Background Check Fee	This is the background check fee. (does not apply to Family, Friend, & Neighbor Providers)	\$20.00 each
Fingerprint Fee	This is the fingerprint processing fee.	\$33.25 each
License/Certificate Change Fee	This is the fee for more than two changes to a license/certificate in a licensing year.	\$62.00
Additional Inspection Fee	For licensed/certified providers: This fee is for each additional inspection conducted for repeat noncompliance. For new applicants: This fee is for each additional inspection conducted for license/certificate approval.	\$25.00 each visit
Conditional Monitoring Fee	This fee is for each conditional monitoring inspection conducted while the provider has a conditional license/certificate.	\$253.00 Centers \$245.00 Home
Civil Money Penalty (CMP)	This fee is for consecutive cited noncompliant findings to the same rule. The amount of the CMP is determined by the noncompliance level of the finding.	\$100.00-\$5,000.00 per instance/item
Hard Copy Fingerprint Card Processing Fee	This is an extra fee required to process hard copy fingerprint cards.	\$12.00 each

PAYMENTS

Credit /Debit Card	Credit/debit card payments can be made online at childcarelicensing.utah.gov . (The total payment amount must be at least \$5.00.)
Checks/ Money Orders	Checks or money orders payable to “Utah Department of Health” can be mailed to Child Care Licensing PO Box 142003 Salt Lake City, UT 84114-2003