

# Trinity Child Development Center

1400 Oxmoor Road  
Birmingham, Alabama 35209  
(205) 879-1749

[www.trinitybirmingham.com/kids/weekday\\_programs](http://www.trinitybirmingham.com/kids/weekday_programs)

March 12, 2008

Dear Families,

As you are aware, Trinity Child Development Center operates under church-exempt status with the Department of Human Resources (DHR) of the State of Alabama. We are required to inform you each year that we are exempt from regulation by DHR because we are a ministry of Trinity United Methodist Church. Parent affidavits must be signed every year in March for us to continue operating legally.

Attached to this letter is a copy of the affidavit. DHR requires that 100% of our parents return a signed, notarized affidavit in order to renew our church-exempt status. Please print your name beside the first check mark and sign your name beside the second check mark before a notary public. The notary public will complete the bottom portion of the form. Please return your notarized form to me before the end of March so I can mail it to DHR the first week in April.

If you have any questions at all about the affidavit or anything concerned with DHR, please don't hesitate to call me.

Sincerely,

Charlotte Ray

TCDC Director

**P.S. For your convenience, there are notaries in the Trinity Church Office between 8:30 a.m. and 4:30 p.m. most days. Please do not sign the affidavit until you are in front of the notary public. He/she must witness your signature. Be prepared to show the notary your photo ID.**

**Form of Affidavit for Parent/Guardian**

STATE OF ALABAMA  
COUNTY OF \_\_\_\_\_

Before me, a Notary Public in and for said State and County, appeared \_\_\_\_\_ and is known to me, after being duly sworn or affirmed, says as follows:

That affiant is the parent or legal guardian of the minor child/children \_\_\_\_\_; that affiant has been notified by \_\_\_\_\_, a representative of \_\_\_\_\_ Church/School, that said church or school has filed notice and is exempt under law from regulation by the Department of Human Resources.

Sworn, or affirmed to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public