

Frequently Asked Questions Regarding the Annual License Fee

1. Why am I being assessed a license fee?
2. ***Per North Carolina General Statute 110-90(1a) child care facilities are assessed an annual license fee based on their licensed capacity as of October 1, 2019. This does not apply to state or public school operated child care facilities, or to religious sponsored facilities operated pursuant to a Notice of Compliance.***

The fee is based on the capacity printed on the child care license. The fees, by licensed capacity, are as follows:

Licensed Capacity	Fee
12 or fewer children	\$52.00
13-50 children	\$187.00
51-100 children	\$375.00
101 or more children	\$600.00

3. Can I make a payment in person at the Division of Child Development and Early Education or the DHHS Controller's Office?
No, payments may not be made in person. Payment must be made online at www.ncchildcare.ncdhhs.gov using a Visa, Mastercard, e-check, or debit card. Click on the License Fee icon that is featured at the top of the home page.
4. I only have 12 children enrolled in my facility at present, but I am being charged a fee of \$187.00. I should only pay \$52.00 according to the fee schedule.
The license fee is not based on your current enrollment. The fee is based on the capacity printed on your child care license. If the capacity printed on your license is for 30 children, then according to the above schedule, you are required to pay a \$187.00 license fee, regardless of your current enrollment.
5. My child care facility closed before I got my invoice in the mail. Why did I receive an invoice to pay a license fee?
Child care facilities open as of October 1, 2019, are sent a license fee invoice and are required to pay the fee. An annual license fee is assessed for the current calendar year. Please contact your child care licensing consultant to discuss any further questions.
6. I will no longer own this child care facility next year. Why did I receive an invoice to pay a license fee?
If an ownership change did not occur prior to October 1, 2019, you are still considered the owner at the time the license fee is invoiced; therefore, you are responsible for the fee even though a new owner will acquire the facility. The new owner will not be billed for a license fee until November 2020.
7. I do not have the full amount of the license fee that is due. Can I make a partial payment?
The full amount of the license fee is required by the due date. Partial payment of the license fee is not acceptable, nor will payment plans be established.