

- Application for early childhood education and care
- Application for pre-primary education
- Application for a club
- Service voucher application

**CHILD**

You must fill in all the sections carefully so that we can process the application appropriately.

Last name		First names		Preferred name
Personal identity code				
Street address		Postal code	City/Town	Municipality of residence
First language			Home language	
Primary contact number				
Support needs to be taken into account in the child's early childhood education and care (such as valid decisions on support in ECEC, rehabilitation, assistive devices and any other support measures)				

**GUARDIAN WHO FILLED IN THE APPLICATION**

- Cohabitation / Marriage
- Joint custody
- Sole custody

You are the child's sole custodian if there is an official decision on sole custody.

Last name		First names		Personal identity code
Address		Postal code	City/Town	

Email address	Phone number (personal)
Profession	
Place of work or study	Address of place of work or study
Phone, work	Working hours

- The guardian is an entrepreneur
- The guardian is a student
- The guardian pays the invoice (there can only be one payer and they must live in the same household as the child)
- The person is the child's foster parent

**OTHER GUARDIAN**

Last name	First names	Personal identity code
Address	Postal code	City/Town
Email address	Phone number (personal)	
Profession		
Place of work or study	Address of place of work or study	
Phone, work	Working hours	

- The guardian is an entrepreneur
- The guardian is a student
- The guardian pays the invoice (there can only be one payer and they must live in the same household as the child)
- The person is the child's foster parent

**ANOTHER ADULT LIVING IN THE SAME HOUSEHOLD AS THE CHILD**, Another adult living in the same household as the applicant. Not guardian.

Last name	First names
Personal identity code	Telephone number

Email address	Place of work or study
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**OTHER CHILDREN UNDER THE AGE OF 18 LIVING IN THE SAME HOUSEHOLD (WITH THE CHILD)**

The names and personal identity codes of the family's other children under the age of 18 who are living in the same household, and if they are not in school yet, their current places in ECEC.

Last name / First names	Personal identity code	ECEC place of a child of early childhood education age

**2. APPLICATION PREFERENCE**

**Primary form of care**

- Early education centre
- Home-based childcare
- Club
- Extended hours in ECEC

*Children whose both guardians or the only guardian work shifts or study for a profession in a manner that affects the child's need for care are entitled to extended hours in ECEC.*

*In Lohja, extended hours are provided by Moision päiväkoti 2 ECEC centre, Kurjenkatu 14, 08100 Lohja.*

Desired ECEC place (municipal or private) or area:
1.
2.

**ADDITIONAL INFORMATION RELATED TO THE APPLICATION PREFERENCE**

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## REASON FOR THE APPLICATION

Reason for applying for ECEC

- Work
- Studying
- Other reason

Start date of employment/study

## CARE NEED

The application for early childhood education and care must be submitted no later than four months before the child needs a place. The guardians will be informed of the possible ECEC place roughly one month before the care starts.

Desired start of early childhood education and care

Daily early childhood education and care hours (time–time)

Urgent application, enter the first day you need care as the start date

If you find work or receive a study place suddenly, fill in this application and contact the service manager by phone or email. The processing time for urgent applications is two weeks.

Contact details: Noora Ehrström, Service Manager, noora.ehrstrom@lohja.fi, tel. +358 44 374 5266.

## SERVICE NEED:

- Less than 20 hours/week, less than 85 h/month
- 20–35 h/week, 85–147 h/month
- Over 35 h/week, over 147 h/month
- Pre-primary education + less than 63 h/month
- Pre-primary education + 63–84 h/month
- Pre-primary education + over 84 h/month
- Pre-primary education only (select when applying for pre-primary education only)

## THE CHILD'S CURRENT PLACE OF CARE

- Municipal place in early childhood education and care
- Private place in early childhood education and care
- Childcare practitioner at home

Parent takes care of the child

Current place of care

## TRANSPORT TO ECEC

Possibility to use your own car

Yes

No

## CLIENT FEE AND INCOME REPORT

The client fee for municipal early childhood education and care and the deductible share of the service voucher are determined by the Act on Client Fees in Early Childhood Education and Care (1503/2016). The amount of the monthly fee depends on the family's size, gross income and need for service.

You do not need to submit an income report if you accept the highest client fee. The highest client fee will be set if it is not separately approved and the income report submitted. The income report must be submitted before the beginning of the next month after starting care, either by emailing it to the office secretary in your area or by mailing it to: Lohjan kaupunki Varhaiskasvatus, PL 71, 08101 Lohja. Visiting address: Karstuntie 4 Asiakaspalvelukeskus.

Please note that Kela will be informed by the municipality when the child's decision on early childhood education and care is made. This information will automatically end the family's possible child home care allowance.

For more information on client fees, income limits and calculators related to early childhood education and care, visit [www.lohja.fi](http://www.lohja.fi)

We use the Incomes Register to check income information. The use of the Incomes Register is based on legislation, and authorities have the permission to use the register's data concerning the fees for early childhood education and care. Act on the Incomes Information System 53/2018, section 13. However, you must report the following income details and related attachments in the section on income report: - interest and dividend income - rental income and charges for common expenses - forest income (forest area and municipality) - child support received directly from the liable parent - business income (latest tax certificate, decision on a start-up grant) If you do not wish your income information to be examined, you can commit to paying the highest ECEC rate (Act on Early Childhood Education and Care Customer Fees 1503/2016, section 5).

### Client fee for early childhood education and care

We guarantee that the information we have provided is correct and agree to their review. The guardians are jointly responsible for client fees in early childhood education and care.

I agree to paying the highest ECEC fee until I notify you otherwise. I will not submit income information.

I will provide the income information later.

## SERVICE

As of 2 February 2026, you can read ECEC decisions in the Suomi.fi service if the guardian has activated Suomi.fi Messages.

You can find the early childhood education and care decisions for all children in the eDaisy service for ECEC.

**I GUARANTEE THAT THE INFORMATION I HAVE PROVIDED IS CORRECT**

Date (day/month/year) and place

Signature (applicant)

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### **SUBMITTING THE APPLICATION AND INFORMATION SECURITY**

This application and its attachments must be submitted to the nearest municipal ECEC place or by email to: [noora.ehrstrom@lohja.fi](mailto:noora.ehrstrom@lohja.fi).

The sender is responsible for information security. After receiving the information, it will be recorded in the ERP system for early childhood education and care (Daisy).

### **RECIPIENT'S NOTES, DATE OF RECEIPT AND ACKNOWLEDGEMENT OF RECEIPT**

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