

Lakes & Prairies Community Action Partnership, Inc.
Child Care Aware of Minnesota
715 11th Street, North - Suite 402, Moorhead, MN 56560
877-773-5778 or 218-299-7157
Fax: 1-888-920-2174
Email: childcareassistance@lakesandprairies.net

Child Care Provider,

If you have a computer with internet access you have an opportunity to:

- SAVE TIME, GET VOUCHERS PAID QUICKER, ELIMINATE SOME MAIL
- No looking for that client signature. It is not required with this system
- No need to copy your Child Care Voucher, it is saved online.

Electronic billing is available to you through Lakes and Prairies using the MEC2 PRO system. This system will have your Child Care Assistance billing form online where you can access it at any time, fill it out and submit it. Therefore, you will no longer need to keep track of paper copies and our agency will receive your submitted bills quicker.

To sign up to use this system, please complete the information below and return to our agency at the above address. You may choose whatever you would like for your Login ID; however we recommend that you use something, such as parts of your name, so that you can easily remember it. Spaces are not allowed in Login ID.

Questions? Please call Kelli at the above phone number. **Additional information will be sent once you've signed up for this program.**

Please print. The information requested on this form is necessary for enrollment in the MEC2 PRO Electronic Billing system. The information requested will be maintained in a private manner and will not be released to anyone other than the State of Minnesota or their agents without your prior written approval.

Please complete the following to register:

Name as it appears on 1099: _____

Name of person who will be entering billing (if different): _____

Address: _____

Telephone: _____

Email address: _____

Login ID: _____

County/ies you are currently registered with or are in the process of registering with:
