



ROVANIEMI

## Early Childhood Education and Care Client Fee Guidelines

A monthly fee is charged for early childhood education and care (ECEC). The fee is determined by the family size, gross income, and the scope of the service selected for the child.

**As of 1 August 2024**, the maximum fee for municipal ECEC is €311 per month (for the youngest child in the family). The fee for the second child is at most 40% of the youngest child's fee, i.e. a maximum of €124 per month. The fee for each additional child is 20% of the youngest child's fee. The minimum fee charged for ECEC is €30.

In private ECEC, the price is determined by the childcare provider and the value of the service voucher. If the price of the childcare place exceeds the value of the service voucher, the family pays the difference.

### Submitting income information for determining the ECEC fee

Income taken into account includes the income of the child, the parents, or a cohabiting partner (married or unmarried) living in the same household with the parent.

Submit income information via the EdlevoApp or the Edlevo browser version. Instructions for submitting income information can be found in the EdlevoApp and Edlevo browser version under *Income Statement*. Instructions for using Edlevo are available on the City of Rovaniemi's website.

Through Edlevo's income statement, you can also accept the maximum fee. **The Finnish Tax Administration's income register is not used in ECEC services in Rovaniemi. Do not click the authorization button, as it may cause disruptions in the processing of income information. Submit all required attachments via Edlevo's income statement.**

For determining the client fee, the following documents must be submitted according to the income categories below. Income documents must not be older than three months. In addition, a tax decision from the most recently completed taxation is always required.

### 1. Children's income information

- Child support or maintenance payments
- Pensions, other income
- Tax decision, if the child has capital income

### 2. Employees / pensioners

- Latest tax decision, used to verify, among other things, interest and dividend income, rental income, forestry and reindeer herding income
- Current pay certificate from the employer or a pay slip showing fringe benefits and other pay supplements (a calculated holiday pay of 5% per month is added to gross salary)
- If income varies (e.g. shift work), an average income over 3–12 months is used
- Pension decision, if receiving a pension (e.g. disability pension, survivor's pension, incapacity pension)
- Flexible or partial care allowance



ROVANIEMI

### **3. Students**

- Latest tax decision, used to verify, among other things, interest and dividend income, rental income, forestry and reindeer herding income
- Valid certificate of study
- Income certificates from the previous year, if the student works alongside studies

### **4. Entrepreneurs**

#### New business

- Decision on start-up grant
- Current year's advance tax decision, if profit and loss account and balance sheet are not available

#### Sole trader

- Profit and loss account for the financial period
- Latest tax decision

#### General partnership and limited partnership

- Profit and loss account and balance sheet showing the current and previous financial period (profit before taxes, private withdrawals, fringe benefits)
- Wages and fees
- Latest tax decision

#### Limited liability company

- Wages, fees, and dividends
- Latest tax decision

### **5. Unemployed persons, participants in employment courses or work-life training**

- Latest tax decision, used to verify, among other things, interest and dividend income, rental income, forestry and reindeer herding income
- Unemployment benefit / labour market subsidy / training allowance decision

### **6. Persons in occasional, short-term employment**

- All documents requested in sections 2 and 5
- Monthly wage information for the period of employment and information on adjusted unemployment allowance for the same period

### **7. Job alternation leave, part-time supplement, maternity, paternity, and parental allowance periods**

- Latest tax decision, used to verify, among other things, interest and dividend income, rental income, forestry and reindeer herding income
- Allowance payment decision or notification, or other compensation



ROVANIEMI

- Trade union / unemployment fund or other compensation decision or notification
- Wage information in accordance with section 2, if there is earned income

#### Deductions from income

- Paid maintenance payments and other comparable costs resulting from actual family relationships
- Monetary benefits retained for a fixed term or for life in connection with the transfer of property (life annuity or similar arrangement)

#### Income not taken into account

- Child benefit, child home care allowance, housing allowance, disability allowance
- Medical and examination expenses paid on the basis of accident insurance
- Military allowance, front-line supplement
- Study grant, adult education allowance, adult education support, housing supplement for student financial aid, scholarships paid due to studies, and other similar grants
- Reimbursements of family care costs
- Child home care allowance

If the applicant does not report income information, the fee will be charged at the maximum rate. The client is responsible for keeping income information and changes in family size up to date. The client fee is reviewed at least once per operating year. The system sends a request to submit income information to clients whose income data is one year old. A reminder is sent by email. The tax decision and income information must be submitted within two weeks of receiving the message. After one reminder, the system automatically assigns maximum income to the family. These families will be notified by email that their client fee is determined based on maximum income.