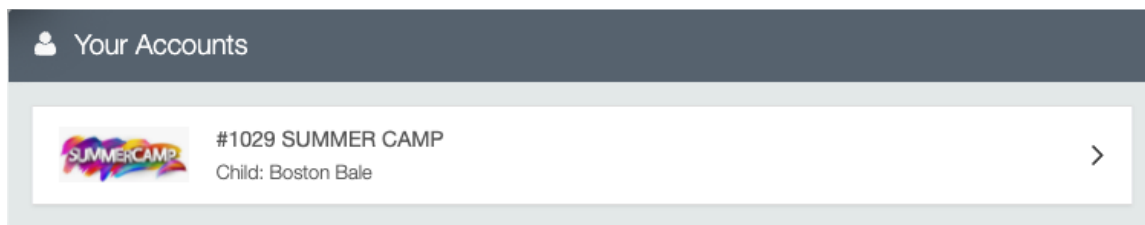


Printing Your Child Care Tax Statements

If you have paid for child care or preschool over the course of the previous year, Eleyo automatically generates tax statements for each program you have enrolled in. These statements can be downloaded from your account dashboard and will become available after January 1st of each year.

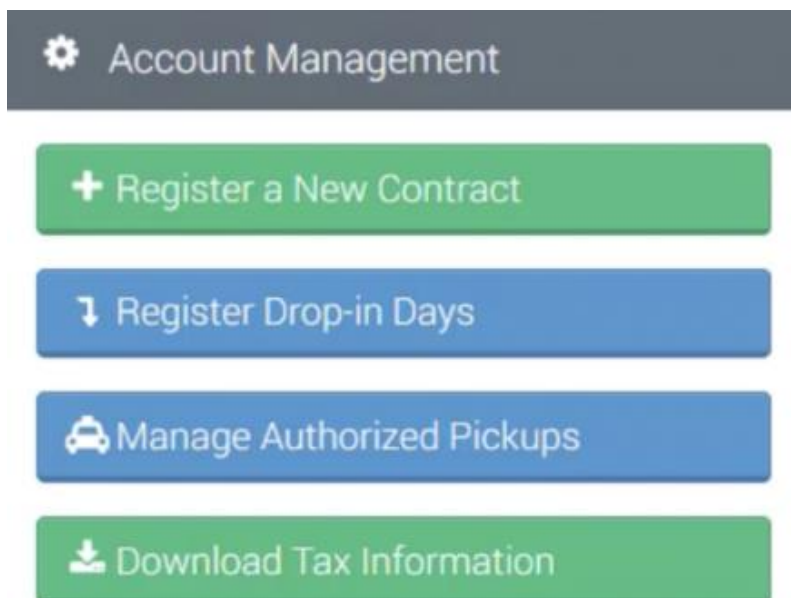
To download your child care tax statements:

1. Navigate to your program's Eleyo site and click **Sign In**.
The Sign In page is displayed.
2. Sign into your account.
Your Dashboard is displayed.
3. Under "Your Accounts" select the desired Child Care Account.



The child care contract page is displayed.

4. Under "Account Management", click **Download Tax Information**.



The Tax Statements screen is displayed.

5. Select the statement of the year you would like to view.

The PDF is downloaded to your computer.

Note: If you have multiple child care accounts, you must complete the steps above for each account.

All payments on the tax statements are categorized by the payer.

Receipts and invoices can be downloaded from the "Your History" section online. Receipts are only visible to the person that made the specific payment (not by all account owners).

If you have any questions on your tax statement, please call the OVSD Expanded Learning Programs office at (714) 847-2551 x1108.