

## **Retrieving Childcare Tax Statements**

Please follow the instructions below to obtain your childcare information for tax purposes.

- 1. Please log into your online YMCA account. Click on the link below.
  - a. https://operations.daxko.com/online/5065/Security/login.mvc/find\_account
- 2. Once you log into your account. Scroll to the middle of the page.
- 3. Located on the far-right hand side of the page is a section titled, "Records." Underneath should read, "(Current year) Year- end childcare statement." Click on that section to retrieve your documents.
- 4. A new window should appear that shows the record of your Child Care Tax Statement for the previous year.
- 5. If you need a more detailed tax document, please email <u>office@athensymca.org.</u> Please allow two business days to process your request.