



Care Enterprise, LLC
Solutions to Complex Problems

Group home (GH) License Consulting Program Agreement License for the State of Virginia

If you want to own and start a group home in the State of Virginia our license consulting program will give you the steps, information, documents, and materials to submit your initial licensing application for review and approval. Our consulting program includes **two policy and procedure manuals, over 30+ operations forms, 12-month projected budget in Excel, checklist to set up home, and so much more.**

Client's Full Name: _____ Cell Phone #: _____

Address: _____ Email: _____

What will be your business legal name?: _____ County/City: _____

CONSULTING DATES: Sessions are scheduled on the *fourth TUESDAY* of each month from the comforts of your home.

LOCATION: Virtual Google Meet (Remote) **TIME:** 10:00 a.m. to 2:00 p.m.

CHOOSE A PREFERRED DATE: #1 _____ or #2 _____

GROUP HOME LICENSE CONSULTING PROGRAM INCLUDES:

- You will receive the instructions to complete your LLC and EIN.
- You will receive the initial materials with instructions on how to submit them for review and approval.
- You will receive the details on how to set up the group home, finances, taxes, staff wages, services and daily, weekly, monthly, and yearly business operations.
- You will receive details regarding licensing and the group home business that no one else will share with you.
- You will receive all customized materials and documents straight to your email inbox in Microsoft Word format.
- You will receive answers to pressing questions to knowledgeable, confident, and educated regarding your business.
- You will receive consulting via video call using Google Meet, phone, and email.

MATERIALS INCLUDE:

- Group home policy and procedure manual, human rights policy manual, operations forms, new hire forms, and 12-month projected budget (in Excel spreadsheet with formulas. All materials based on Virginia's rules, regulations, and checklists.
- List of documents that need to go in each staff personnel file, the client's file, table of content to create the sample resident binder and procedure binder, and our 45+ point checklist to know exactly how to set up the home.
- Includes 4-hours of consulting to be shown the exact steps to complete the paperwork and online application - **\$1,200 Value**

PROGRAM INVESTMENT FEE:

- **\$6,995** (License consulting program investment can be paid in two installments)
- 50% of payment confirms your consulting session date and holds your spot on our project calendar.
- Remaining documents emailed when second payment is made.
- If one payment is made, all documents will be emailed to client.
- **Final payment must be made 3-days before scheduled consulting date.**
- Email your completed registration form to: **contact@careenterprisellc.com**

Payment Information: Name on Credit Card: _____ State: _____ Zip Code _____

Card #: _____ Exp. Date: _____ Security Code: _____

FULL PAYMENT: \$6,995 / **PARTIAL:** #1 \$3,497.75 / #2 \$3,497.75 (Date of 2nd Payment: _____)

50% of documents are emailed to Client with first payment, and 50% with second payment. By signing this agreement, I agree to the terms and conditions set forth in this form. I authorize Care Enterprise, LLC to process all payment(s) with the above listed credit card. I understand all payments are nonrefundable, but can be used towards other training, consulting, coaching, products, and services. Background clearance, state, county, and city fees are not included in training fee, if applicable. I also understand this agreement only includes consulting, products, and materials listed on this agreement.

Client Signature _____ Print Name _____ Title _____ Date _____

Caring Solutions to Complex Problems!

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