Date (e.g. February 2, 2012)

Personal Name

Address

City, State, Zip

**MyWIChildCare EBT Card Deactivation Notice**

The Department/ Local Agency identified that your MyWIChildCare card may have been used by another person. **Your** **MyWIChildCare card has been deactivated to protect your child care subsidy funds and account information**. A new card with instructions is being mailed to you and should arrive in the next 7-10 business days.

Keep your information and child care subsidy funds safe by following these tips:

* Treat your card like a debit card. Never share your MyWIChildCare card, account number, and PIN with your child care provider or anyone else.
* Keep your card in a safe place.
* Do not write your PIN on your card.
* Select a PIN that is difficult to guess.
* Never share a photo, or copy of your card, account number, or PIN.
* Email the Department of Children and Families at [DCFMBCHILDCAREFRAUD@wisconsin.gov](mailto:DCFMBCHILDCAREFRAUD@wisconsin.gov) if someone asks for or takes your card or account information.

**Remember: You are the only authorized person who can use this card.**

If you have any questions or concerns about the card deactivation, please contact your local agency.

Sincerely,

Individual Name, Position Title

Agency Affiliation

DCF-F-5180-E (R. 01/2021)