

Closing or selling your childcare business? Inform the following organisations

* Contact Ofsted [here](https://contact.ofsted.gov.uk/contact-form)
* Early Education Funding Team – [earlyeducation@oxfordshire.gov.uk](mailto:earlyeducation@oxfordshire.gov.uk)
* Early Years Team – [earlyyears@oxfordshire.gov.uk](mailto:earlyyears@oxfordshire.gov.uk)
* Family Information Service Team – [fisenquiries@oxfordshire.gov.uk](mailto:fisenquiries@oxfordshire.gov.uk)
* Estates, providers that have a lease with Oxfordshire County Council – [estates.team@oxfordshire.gov.uk](mailto:estates.team@oxfordshire.gov.uk)
* Your landlord if you rent/lease land/premises
* Insurance company
* District Council
* Membership organisation – Contact the Pre-school Learning alliance and any other membership organisations
* Magazine subscriptions – Cancel any subscriptions
* Suppliers/utilities - For example your milkman, gas and electricity supplier, educational resource suppliers etc.
* Bank and building society account -This should be left until all outstanding receipts and payments have been cleared and your group has finally dissolved. A month is often enough for this.

Note: this list is not exhaustive and is for general guidance only