

Name Of Child Care

Hours of Child Care

Email

Phone

Child's Name	Date
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Child Care Slot	Total Tuition
Part Time: 30 hours per week Full Time: 30+ hours per week	Due on the 1st of the month. Late on the 5th of the month
Infant (6 weeks- 1 year)	
☐ Part Time	\$
☐ Full Time	\$
Toddler (2- 3 years)	
☐ Part Time	\$
☐ Full Time	\$
Preschool (3-5 Years)	
☐ Part Time	\$
☐ Full Time	\$
School Age	
☐ Part Time	\$
☐ Full Time	\$

Day	Drop Off	Pick Up
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Enrollment Fee	\$___ At time of enrollment
School Supply Fee	\$___ per year (contract renewal)
Late Payment Fee	\$___ After 5th of the month
Late Pickup Fee	\$___ Flat fee Plus \$1.00 per min

Planned School Closures Due to Holidays or Vacations: No Payment Discounts

- ❖ New Year's Day
- ❖ Memorial Day
- ❖ July 4th
- ❖ Labor Day
- ❖ Thanksgiving
- ❖ Christmas Eve and Christmas Day
- ❖ Winter Break: _____
- ❖ Spring Break: _____
- ❖ Summer Break: _____

A notice of **two weeks** will be accepted if the family has a planned vacation or decides to un-enroll the child. If the family decides to un-enroll the child all child care payments and fees must be paid in full. If there is a remaining balance legal action may be enforced. By signing this contract, the parent/guardian agrees to abide by the written policies in this document. The childcare provider may change the policies by giving the parent/guardian a copy of the new or modified program contract.

Provider Signature	Date:
Parent/Guardian Signature	Date: