

_____/_____
Child's Name/Date of Birth Child's Name/Date of Birth

_____/_____
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TUITION AND FEE POLICIES:

The tuition fee shall be \$_____. My child/ren will be attending the following days: (Please circle all that apply)

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

Tuition shall cover up to 10 hours of care per day and be based on each child's individual schedule time.

Tuition is due the first day of your contracted schedule. A \$20.00 late charge will be added if tuition is not paid by 6:00 p.m. on Wednesday. Tuition that is paid consistently late will result in your child being dismissed from the program.

Two weeks of nonpayment may result in your child/ren being dismissed from the program.

Any schedule changes must be submitted to the office in writing with a two-week notice and are subject to availability.

The Learning Tree Child Care Center reserves the right to adjust any fees at any time with a two week written notice.

OVERTIME RATES

For the purpose of this agreement, care of my child/ren over 10 hours per day will be charged \$5.00 per day, per child.

If my child/ren is picked up after 6:30 p.m., I will be charged an overtime rate of \$1.00 per minute per child.

Overtime rates are added to weekly tuition.

ABSENCES, HOLIDAYS, AND VACATIONS

Tuition is determined by the number of days contracted for, regardless of holidays, absences or vacations. There are no refunds or make-up days.

The Center will be closed for the following holidays or on the day the holiday is observed: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. No tuition refunds or make-up days will be given for holidays.

The Learning Tree offers families who are enrolled continuously with our program a two-week vacation at half tuition price per calendar year. The vacation days must be taken consecutively in five day increments. You may not bank unused vacation weeks for the next year. A two weeks written notice is required for vacation.

OTHER CHARGES

A registration fee of \$100.00 is required at the time of (re)enrollment and every September thereafter. This fee is non-refundable and does not apply to tuition.

An activity fee of \$25.00 is required for children 12 months and older. This fee is due at the time of (re) enrollment and every September thereafter.

Checks are made payable to The Learning Tree Child Care Center. A fee of \$20.00 is charged for any check returned NSF. The Learning Tree reserves the right to refuse further checks for tuition if so determined.

TERMINATION AND WITHDRAWAL

Termination provisions are reciprocal. Both The Learning Tree and parent/guardian have the right to terminate this agreement upon 2 week written notice. Full tuition is due for the notice period, whether or not your child/ren attends. The Learning Tree reserves the right to terminate services without notice if any of the emergency discharge situations outlined in the Parent Handbook occur.

I/we acknowledge they I/we have received a copy of The Learning Tree Child Care Center's Parent Handbook. I/we have read and agree to comply with the policies, procedures, rules and responsibilities as outlined both in the Parent Handbook and this agreement. I/we understand The Learning Tree reserves the unilateral right to add, delete, modify or amend the policies and procedures provided for in the program, handbook, and agreement upon a ten day written notice.

Legal Guardian's Signature _____ Date _____

Printed Name _____ Date _____

Social Security Number _____

Legal Guardian's Signature _____ Date _____

Printed Name _____ Date _____

Social Security Number _____

Director's Signature _____ Date _____

Printed Name _____ Date _____