

Daycare/Child Care Contract

Parent or legal guardian contracting for services: _____

Address, City, State, and ZIP Code: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

Name (and age) of each child to whom care services are to be provided, e. g., "Joey (4)":

Fee Schedule & Payment Terms

6 wks. To 12 mos.

\$ _____/week

13 to 24 mos.

\$ _____/week

2 yrs.+

\$ _____/week

Payment in full for all children is due each Friday (or the next business day if the facility is closed on a Friday) for the following week's care. We reserve the right to refuse care to children whose parents or legal guardian's account is past due. Children left at our facility without our permission will be reported to the authorities as abandoned/neglected children.

Fees are for reservation of services on a "use it or lose it" basis. No refunds or credits will be given.

If a payment check is returned or dishonored, a fee of \$ _____ will be charged.

Payment may be required in cash or other guaranteed funds if a check is returned or dishonored.

The facility will be closed on Saturday and Sunday of each week, and on federal holidays.

Weekly fees are not prorated during weeks which include holiday closure(s).

During family vacations and other extended absences from care, the parent or legal guardian may pay one-half of the usual weekly fees to reserve the child(ren)'s eligibility for care services upon their return. If this reservation fee is not paid during the absence, the facility may or may not accept the child(ren) back into care upon their return.

The facility's policies concerning hours of operation; earliest drop-off and latest pick-up times; meals and special foods; medications and accommodations for medical conditions; drop-off and pick-up by persons other than the parent or legal guardian; and all other policies governing this agreement are contained in the facility's Parent Handbook and hereby incorporated into this agreement by reference. These policies may be changed from time to time, with proper legal notice to the parent or legal guardian, without affecting the validity of this agreement.

This agreement may be terminated by either party with two weeks' written notice to the other party.

(Parent or legal guardian's signature, date)

(On behalf of the Facility signature, date)

(Parent or legal guardian's print name, date)

(On behalf of the Facility print name, date)