

RUTH M. SMITH CENTER DAY CARE PROGRAM
ANNUAL REGISTRATION AND FEE AGREEMENT 2014-2015

Please review the fee chart and indicate below your choice that best reflects your childcare needs.

<u>Slots</u>	<u>Rate</u>	<u>2nd Child Rate</u>
1. Part-time (0-25 Hours): Infant Rate	\$100/wk	\$75/wk
Toddler/Pre-School Rate	85/wk	70/wk
2. Full-time (25-52 1/2 Hours): Infant Rate	\$145/wk	\$110/wk
Toddler/Pre-School Rate	120/wk	100/wk
3. Drop in care (limited to twice a week)	\$ 30/day	20/day No Registration fee
4. Preschool slot 9:00 am-11:30 Mon.-Fri.	\$ 45/week	\$25.00 registration fee

A \$55.00 registration fee will be collected for each enrollment. If a child is withdrawn from the program, their slot cannot be guaranteed. If a child re-enrolls, a re- registration fee of \$ 55.00 is required.

I would like to secure the following slot for my child. and I agree to pay the weekly fee:

Child's name _____
 Slot requested _____ Weekly rate _____
 Special payer conditions, if applicable _____

Please enroll my child for the following days and times: Start date _____

__ Monday	from: _____	to: _____
__ Tuesday	from: _____	to: _____
__ Wednesday	from: _____	to: _____
__ Thursday	from: _____	to: _____
__ Friday	from: _____	to: _____

* *Persons designated by either parent with whom child may be released: **

TERMS AND CONDITIONS:

1. No deductions can be made for a child's absence.
2. To withdraw your child from the program, please provide to the Day Care staff a note indicating the date of your child's last day of attendance.
3. **Weekly payments are due on the Friday of the week of service.**
4. Services will be terminated to any family who cannot maintain their weekly payments. Slots that remain unpaid for more than 2 weeks may be suspended. All past due balances must be paid before child may be re-admitted. If past due balance is not paid within two weeks the slot will be terminated.
5. Costs include breakfast, drinks, snacks, as they apply to child's schedule in care.
6. Late fee \$15 for any child picked up after 5:30 p.m. closing time.
7. Pre-school early drop-off (before 8:45) or late pick-up (after 11:45) will be subject to an extended care fee of \$21 per child per day.

My signature indicates that I commit to the terms, conditions and payments listed above:

Signature of Parent/Guardian _____ Date _____

Signature of Program Director _____ Date _____