

Creative Kids Christian Learning Centers

Financial Agreement

#	Policy	PLEASE READ THIS AGREEMENT AND INITIAL EACH POLICY	Parent Initials
1	Registration payment is required when registering your child for enrollment and charged annually every October 1.		
2	Your child's enrollment begins on the date agreed upon by the center and you. You will be responsible for tuition from this date. If you need to change start date, notify the center as far in advanced as possible. We will let you know if a change of start date is approved or if you will need to be transferred to the waiting list.		
3	You are required to set up your account on a draft by supplying a voided check or appropriate account number and routing number.		
4	Tuition is always due on Mondays for that week of care. Once your child is enrolled, tuition is charged each Monday by 9:00 a.m. to your account. Your full account balance is then drafted every Monday or following day if a holiday. Only way your account is not drafted is if balance is paid before 9:00 Monday morning. If for any reason, your draft or payment is rejected, a return fee of \$35.00 will be applied to your balance. Full payment is immediately due upon notification. Checks not accepted.		
5	If account is not paid in full by Wednesday, you will receive a late fee of \$5.00. If you carry a balance to the next Monday, a \$20.00 late fee will be applied and loss of any family discount. At two weeks behind, your account is deactivated and you must pay your balance to resume care if your child's enrollment slot is still available.		
6	You are responsible to pay for every week, regardless of attendance. This applies to missed days due to illness, inclement weather, holidays, etc. Once your child has been enrolled for six months, you are eligible to request a vacation week. This is defined as one week (per calendar year) that is not charged to the parents. You must be out for full week and have no balance.		
7	After school care rate is adjusted for days when school is out and children attend all day childcare. Since we provide the care, every child enrolled in the afterschool program is responsible to pay the rate of the adjusted weeks regardless of their attendance.		
8	The center's hours of operation are 6:30 AM to 6:00 PM. If your child is not picked-up by 6:00 PM, you will be charged a late pick-up fee per child. (\$5 for the first 5 minutes, and \$1 per minute after 6:05) If late 6 times in a 12 month period, your fees double. Enrollment is not guaranteed for children who are not consistently picked-up by 6:00 PM.		
9	At the point at which your child no longer needs care, You need to notify the center two weeks in advance. If you do not provide this notice, you will be responsible for payment of that notice period and your account will be drafted accordingly.		
10	You are responsible for the payment of your account. At the point that you leave the center for whatever reason, you maintain responsibility for that account and any balance that remains or accumulates. The balance on your account will be drafted until balance has been paid in full including late fees. Creative Kids will pursue any means including court and collection agencies to collect the remaining balance.		
11	Parents on MDHS tuition assistance are responsible for paying full rate until certificates are received here at CREATIVE KIDS with us listed as the provider.		

Parent Signature

Parent Signature

Date

Director Signature