

# Kountry Kids Learning Center

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June 25, 2012

Dear Parents:

Thank you for sending your child(ren) to Kountry Kids Learning Center. We strive to promote health, safety, education, and fun in the lives of the kids. To that end, we have developed a contract between the parent(s) and Kountry Kids Learning Center, which ensures your child has a reserved slot at KKLC. Your payment for child care services guarantees the child's slot, even when the child is not in attendance for a few days. This contract becomes effective July 1, 2012.

Please review, complete, and sign the contract. Return the signed copy to any staff member by June 29, 2012. We look forward to having your child(ren) in our child care center. Thank you.

Very Truly Yours,

Myrna Tanabe  
Director

Attachment

# Kountry Kids Learning Center

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## Parent Agreement for Child Care Services

Name of Child(ren) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Please initial the following:

\_\_\_ I understand that I am responsible for paying the annual fees associated with my child(ren's) child care, which includes \$25 annual enrollment fee and \$50 transportation/activity fee per child.

\_\_\_ I understand that I am responsible for paying the child care tuition fee/reserved slot(s) for the week even if the child(ren) miss a few days. Exception: Parents are not required to pay for the reserved slot if the child(ren) are on annual extended vacation leave or planned extended medical leave (5 consecutive days up to 10 consecutive days). Vacation leave or extended medical leave *must be reported* to the child care Director two weeks prior to the leave. Failure to communicate this leave to the Director will authorize paying for the slot(s) while on leave.

\_\_\_ I understand that I will be billed two times per month, on the 15<sup>th</sup> and the last day of the month (30<sup>th</sup>/31<sup>st</sup>).

\_\_\_ I understand that I am responsible for paying my bill, **in full, by the due date** on the invoice.

\_\_\_ I understand that if the tuition fee/reserved slot(s) billing isn't paid by the due date, a late fee of \$10 will be assessed. Failure to pay the tuition fee/reserved slot(s) may result in further collection proceedings.

\_\_\_ I understand that if I do not pay my bill in full by each due date, a five day notice will be given that my child(ren) will not be eligible to attend KKLC until the bill is paid in full.

\_\_\_ I understand that my child(ren's) reserved slot(s) will be dropped if I fail to call in an absence or if I fail to bring the child(ren) to the Center (no call/no show) for 3 days per week.

\_\_\_ I understand that I must give the Center a minimum of 24 hours notice for drop-in attendance (per state ratio regulations).

### Payment Options:

\_\_\_\_\_ Monthly  
\_\_\_\_\_ Bi-Monthly

(continued on reverse side)

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**Enrollment information** (check all that apply for the child(ren):

- Infant, full-time (26 hours or more) \$150 per week
- Infant, part-time (less than 26 hours) \$85 per week.
- Infant, drop-in (\$32.50 full day, 5 or more hours) OR (\$16.25 half day, less than 5 hours)  
Please specify \_\_\_\_\_
  
- Toddler, full-time (26 hours or more) \$120 per week
- Toddler, part-time (less than 26 hours) \$68 per week
- Toddler, drop-in (\$24 full day, 5 or more hours) OR (\$15 half day, less than 5 hours)  
Please specify \_\_\_\_\_
  
- Preschool, full-time (26 hours or more) \$120 per week
- Preschool, part-time (less than 26 hours) \$68 per week
- Preschool, drop-in (\$24 full day, 5 or more hours) OR (\$15 half day, less than 5 hours)  
Please specify \_\_\_\_\_
  
- School age (\$5 per hour or full day \$24 drop in rate)
  
- Late pick-up, \$15 every 5 minutes past closing time of 5:30 p.m.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Myrna Tanabe, Director

\_\_\_\_\_  
Date