



[Parent-Provider Contract/Enrollment Application For 2017](#)

FEES

I/We, _____ and _____, understand our fee for childcare will be _____ per week for _____ (child's name) and _____ per week for _____ (child's name) for a total of \$ _____ per week. Payment needs to be paid no later than the Monday the beginning of the week.

Child care fees are due on or before Monday or the first business day of the month for that week(s) of services. Even if your child is absent due to illness, holiday, vacation, etc. If I pay early, my check will be held until the Monday it is due. All fees received after Monday will have a late fee charged of \$5.00 per day. Checks returned NSF will be charged a \$50.00 fee. Kristen has a "no pay-no stay" policy. All accounts must be current or my child will not be allowed to attend that week. Non-payment will result in termination. After 3 NSF's charges your account will result to cash only basis.

CONTRACTED/APPROVED HOURS

My child-care fees are based on enrollment for a full-time week (the time kept available for my child), not on attendance. This means I must pay even if my child is absent (for any reason).

- My contracted days for child care are Monday through Friday from 7:30a.m. to 5:00p.m.
- If I have not received prior approval from Kristen for my child to arrive earlier or depart later than my contracted time, I will be charged a late fee of \$5.00 per every 10 minutes per day.

Each family is contracted for a specific set of hours. Excessive lateness will be grounds for termination.

HOLIDAYS

I understand that I need to pay Kristen for the following nine holidays (in which her child care is closed) according to my regular child care fees.

The eight paid holidays are:

- Memorial Day
- 4th of July
- Labor Day
- Halloween (closed at 4:30pm)
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve - New Year's Day (Christmas Break)

KRISTEN'S VACATION/TIME OFF

Kristen takes 10 days of paid vacation and I am expected to pay Kristen during this time. Kristen reserves the right to take up to six (6) additional personal paid days off for doctor/dentist appointments, school activities, etc...

Kristen will give a minimum of a 14 day notice. However, most likely you will have a 30 day notice. Of course, I do not need to take vacation during Kristen's vacation, but, it is my responsibility to find back-up care for my child during this time. I always ask all parents to find back up care for an emergency.

Kristen does not need to give any notice in the event that one of her family members passes away. In this case personal days can be used. If any of Kristen's family members (immediate or family of origin) become hospitalized or pass away, she may take an indefinite number of days off depending on the situation. In this case, either Kristen or I the parent are free to terminate the child care services and the child care contract without notice. In this case, I the parent must pay for all services already rendered.

POLICIES

I agree to comply with all "Policies" section of the parent handbook. Not complying with the policies could result in the termination of the child care contract.

TERMINATION

If I decide to remove my child from Kristen's child care I will give at least a two-week written notice. If I decide to remove my child before the two-week notice is up. I will still be expected to pay for this two-week period. This notice does not apply during the first 30 calendar days of care unless a sibling was currently enrolled.

The date my child/children, _____, started at Kristen's Kidz.

If Kristen can no longer provide the care my child needs, she will give me at least a two-week notice so that I have time to find another child care. I will still be expected to pay for this two-week period.

Kristen reserves the right to terminate the day care services without notice if I am more than one week late with payment or in the event that my child and/or I the parent (custodial or not, signed below or not) post a threat to the well-being of the other daycare children, their families, the provider, the provider's family or the provider's property.

Both parents must sign the last page of this contract. I/We have read, understand, and agree to the fees/terms of this contract.

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Child Care

Provider Signature: _____ Date: _____