



Family Financial Agreement

I agree to pay The Early Childhood Center the monthly tuition amount as stated on the tuition rate sheet. I understand that tuition is due on the 1st of each month and is past due at 6:00PM on the 5th. If the 5th falls on a Saturday or Sunday then tuition is past due on the next Monday at 6:00PM. I understand I will be charged a late fee of \$20.00 for any unpaid balance. If my tuition has not been paid in full by the 10th of the month and I have not made a financial agreement with the director or assistant director my child may be withdrawn. Invoices and payment receipts are sent via email. Printed copies are available upon request to the front desk.

I understand I pay full tuition each month during my child's enrollment, with no exceptions.

This includes the following holidays when the center is closed:

NEW YEAR'S DAY	THANKSGIVING
MARTIN LUTHER KING DAY	FRIDAY AFTER THANKSGIVING
GOOD FRIDAY	CHRISTMAS WEEK
MEMORIAL DAY	TEACHER WORKDAY
JULY 4TH	JUNETEENTH
	LABOR DAY

ALL PROFESSIONAL DEVELOPMENT DATES

SEE SCHOOL CALENDAR FOR ALL CLOSURE DATES

1. I understand that during severe inclement weather I will be expected to pay for a full month even if the Center has to be closed.
2. I understand that I will be charged an annual fee of \$100 per family.
3. I understand that I will be charged a late pick-up fee any time I arrive after my child's program closes. The fee is explained in the Parent Handbook. The full day program closes each day at 6:00 PM and the half-day program closes each day at 1:00 PM. Parents should arrive in time to pick up their children and vacate the premises in a timely manner.
4. I understand I will be charged a return check fee of \$30.00 for any checks that are returned by the bank. I understand if I have three checks returned in one year I will be required to pay by cash or money order for the next 12 months.
5. I understand security keys are required for entrance to the building. There is a \$10.00 fee for each key.
6. I understand that failure to keep fees current is just cause for loss of my child's placement at the Early Childhood Center.
7. I understand fees are set by the Child Care Board and are subject to change. I understand that notice will be given when the tuition rates are adjusted.
8. I understand I must give 30-day notice in writing of withdrawal to the Director, or I will be expected to pay for one month's tuition.
9. By signing I acknowledge that I have read, understand, and agree with its provisions. By signing I accept responsibility for my Child's Financial Account.