

FAITH CHILD CARE, INC.
2012 FEES AND CONTRACT
(EFFECTIVE JANUARY 2, 2012)

A \$30.00 non-refundable registration fee is due upon enrollment or re-enrollment.
After 10 hours, \$5 will be charged for each additional 15 minutes.

Age of Child	Full-Time Rate (4 or 5 days /week)	Full-Day Rate (1-3 days /week)
6 Weeks to 2 Years	\$225.00/week	\$59.00/day
2 Years to 3 Years	\$205.00/week	\$53.00/day
3 Years to 5 Years and	\$191.00/week	\$49.00/day

School-age children attending during the school year:

\$42.00/ Early Dismissal (5-6 hours), \$49.00/Full Day

THE FOLLOWING REGULATIONS GOVERN PAYMENT OF FEES:

1. Fees are based on the number of hours requested in each family's contract. Fees are due and payable in advance on a child's first contracted day each week. If a child is absent due to illness, payment of fees is expected on the child's first day back in attendance. A late payment fee of \$10.00 will be charged for weekly fees that are past due.
2. When a child is absent for any reason, except earned free vacation, parents are responsible for the full fee as contracted. Faith Child Care has reserved a place for each contracted child and the Center's costs remain fixed even when a child is not in attendance.
3. Any family receiving subsidized child care through a county program is responsible for notifying the Administrative Director of any changes in payments. The parent portion of the child care fee is due on the child's first contracted day of each week.
4. If a child exceeds his/her contract by 15 minutes either before or after the contracted time, a \$5.00 fee will be assessed. It is important that children remain within their contracted time to maintain staff/child ratios.
5. If a parent needs to change his/her child's contracted time, they must submit a completed yellow request form to the office. Permanent changes of contract require a two-week notice.
6. If payment of fees is delinquent for two weeks, child care may be discontinued until payment is received. If personal circumstances prevent payment of fees, contact the Administrative Director to make payment arrangements.
7. A two-week written notice to the Administrative Director is required for withdrawal from the Center. Without a two-week written notice, parents are responsible for payment of fees for those weeks.
8. If a child is not picked up from Faith Child Care by 5:45 PM, a late fee of \$10 is assessed for the final fifteen minutes the Center is open. By state licensing, no child may remain on the premises for child care after 6 PM.
9. A complete copy of the Center's policies, including the Fee and Refund policy, is available upon request. There is also a copy by the computer in the main hallway of the Center.