



Contract/Agreement

After reading the policy/ handbook, please read over this contract. Sign, date and return this copy to the provider. The provider will keep this contract on file and you will receive a copy of this signed contract.

Date of Enrollment _____

Date of Contract _____

Child's Name _____ Sex _____ Birth date ____/____/____ Age _____

Child's Home address _____ City _____ State _____ zip _____

Child's Home Phone # (_____) _____ Parent/Guardian's Email Address _____

EMERGENCY INFORMATION

In the event that a parent cannot be contacted, please list who can be notified in the case of an emergency.

Name _____ Phone (____) _____ Relationship to child _____

Name _____ Phone (____) _____ Relationship to child _____

Please list all people who can pick child up from care without written consent from parents.

1. _____ 2. _____

3. _____ 4. _____

Rates for the care of your child:

Full time rate: more than 5 hours but less than 9 hours per day \$ _____ **per week**

Part time rate: less than 5 hours per day \$ _____ **per week**

Please indicate the days and times your child will be attending below:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
From to	From To	From To	From To	From to

It is important that arrival and departure times are punctual and brief-so that we can all get settled and proceed with our activities. If you need care beyond the contracted hours you will need to prearrange this with the provider. The provider is under no obligation to provide an extension of time if such extension conflicts with the provider's own plan. Late arrival does not justify late departure.

Payments

Tuition fees are to be paid, in full on Monday morning or first day of childcare for the following week's care.

LATE FEES

A \$35 late fee will be added if payment is not received by Monday morning. If the full payment plus \$35 late fee is not received by the following Monday morning, the child may not be allowed to remain at school at the time of drop-off and must remain home until tuition (plus late fee) is paid in full in cash or money order.

Non-sufficient Fund

\$35.00 will be charged for any NSF checks. The parent must pay the amount of the check plus the \$35 fee immediately upon notification of a returned check. The child will not be permitted to stay in school until all fees are paid in full by cash or money order.

The parent will be responsible to pay for any time the child misses while the parent is "catching-up" on tuition.

The parent will be required to pay by cash or money order after the first returned check.

OVERTIME FEES

Overtime is considered any time outside the agreed upon interval of time. The following charges will be assessed for overtime incurred, payable upon arrival to pick-up the child:

\$5.00 per 15-minute increment or portion thereof starting with the first minute in cases where overtime is not prearranged.

Deposit

A deposit in the amount of 1-week tuition is due at the time of registration. This amount will be applied to the child's first week of care.

The parent agrees to pay a deposit in the amount of _____ in full

Registration Fee

There is a onetime registration fee of \$25 day per child due upon enrollment.

TRANSPORTATION

This signed contract gives the provider permission to transport by car or stroller or walk said child to locations off the premises. The parent will always be notified of an outing before it takes place. All children will be placed in age/weight appropriate safety seats as required by Pennsylvania state law. Parents may be requested to provide a safety seat for the day. At NO time will any child be left unattended in a vehicle for any reason. I carry copies of the emergency forms with a picture of each child attached. In the event of an emergency away from the facility, your child will be cared for and you will be notified.

Water Play

This signed contract gives permission for said child to participate in all water activities, supervised by provider, at the facility.

TERMINATION/TRIAL PERIOD

A two-week trial period will be in effect starting on the first day of care and ending on _____. During this trial period either party may choose to discontinue services with written notice.

Either party with two weeks’ notice or equivalent tuition payment may terminate this contract. Both parties reserve the right to terminate without notice if the other party is in substantial violation of the agreement and/or safety or health of children is endangered.

AGREEMENT

I / we have read the policy/ handbook and contract and will comply with all the provisions contained therein. At this time I/we shall enter into contract with Jennifer Nagy, Jenny’s House Family DayCare/Preschool for care of above named child with the understanding that we shall work together on the behalf of the child.

This contract is in effect until a change is mutually agreed upon in writing or upon termination of care. Both parties agree to cooperate and work together on behalf of the child and accept this agreement as a binding contract.

This contract is subject to review and renewal on _____. Any changes made by the provider to the terms of the contract must be made on the renewal date unless mutually agreed to beforehand by the provider and parents or guardians who are parties to this contract. Otherwise, this contract will remain in effect until the renewal date or upon termination of care as set forth herein.

I/we agree to update the emergency contact form whenever changes occur or every 6 months at a minimum.

Parent/Legal Guardian’s Signature _____ Date _____

Address _____ City _____ State _____ Zip _____

I have discussed and reviewed this contract and policy/handbook and agree to provide care for the above-indicated child, to be placed in my facility as long as the terms of this contract are upheld.

Provider’s Signature _____ Date _____

Legal Address of provider: 197 John C. McNamara Dr. City: Montrose State: Pa Zip: 18801

Contract Terminated on _____ Reason of termination _____
