



Y's Kids Summer 2010 Acknowledgements

I have reviewed the Parent Handbook and during a parent orientation policies and procedures were explained to me. I clearly understand the following information...

- Monthly invoices are not mailed out, only past due notices are sent.
- Co-Pays are due by the 1st of each month. Even if the 1st falls on a holiday or weekend. Summer monthly fees are due by June 21, July 5 and August 2, 2010. If you are paying per week or per day, payment is due prior to service.
- Child Care Staff will not be allowed to accept payments at the sites. We encourage you to use our EFT method to both save time and money (\$8/month). If you choose to pay by cash or check, we'll be happy to process your payments at the YMCA Member Services desk. We accept these forms of payment: checking, savings, cash and credit cards.



- A \$25 late fee will be added to accounts your account if payment is between 1 and 5 days late. After the 5th day, if payment has still not been received, we reserve the right to discontinue services for your child/ren until account is up-to-date.
- Cancellation forms must be filled out and returned to the YMCA front desk to avoid past due notices. Cancellation of services during the summer must be in writing and received in our office at least 3 days before the session starts. Cancellations made after that are subject to a \$20 minimum processing fee as well as fees for the number of days served.

Parent/Guardian Signature

Date

Child Care Director Signature

Date