SFA Child Care Financial Agreement

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| **Name of Child:** | | **Contract**  **Type:** | **# Hours/Wk.** | * **Family**   **Care** | * **Infant Hold**   **# Months \_\_\_\_\_** | * **Initial** * **Change** |
| **Nonrefundable**  **Registration Fee: $110 / $40**  **Date Pd:** | **Base Weekly Tuition:**  **$** | | **Additional Hourly Fee:**  **$** | | **Courtesy Vacation Weeks**  (Preschool Students Not Eligible)   1. **2)** | |

**55 PA CODE CHAPTERS 3270.123 & 181(c); 3280.123 & 181(c); 3290.123 & 181(c)**

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| **Schedule:**  Our schedule and payment system are based on the half-hour. Five min. grace periods before/after half-hour are given.   * **Varies Swing Shifts- Due monthly** * **Monday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_** * **Tuesday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_** * **Wednesday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_** * **Thursday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_** * **Friday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_** * **Saturday \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_**   **Comment:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Receipt Email:** | **Payment**  Monthly (In advance)  **Due Date:** At pick-up/daily    Last day of service week |
| **Your credit card on file will be charged for any delinquent payments.** Standard contracts can be paid by cash, check, credit card, or Venmo. All credit/debit card charges incur a 3.5% processing fee/transaction. By law, FSA accounts must be paid weekly. |
| **Late Fee:** After the 5-minute grace period expires, you will be charged ***$5.00 per minute***. Proceeding a half hour (30 minutes) of tardiness, you will be charged ***$10.00 per minute***. |
| **Contracts:** Payment due is based on your child’s reservation/contracted time plus any additional hours. SERVICE IS CONSIDERED RENDERED by placing child on schedule and tuition is DUE AS AGREED. |
| **Incoming Infants:** We will hold your infant’s spot for a maximum of 3 months in advance. A nonrefundable $100/month fee is due by the first of every month to keep your infant on the roster. |

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| **SERVICES TO BE PROVIDED AS PART OF THE DAY CARE:**   * Quality childcare * Healthy snacks * Pack-n-play/sleep mat, sheet, and blanket * Child service report that details growth and development every 6 months   **EXTRA SERVICES TO BE PROVIDED AT AN ADDITIONAL FEE (IF APPLICABLE):** |

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| **PERSON(S) DESIGNATED BY PARENT TO WHOM CHILD MAY BE RELEASED:** | * Parents |

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| I, the Parent/Guardian:   * Received Parent Handbook at time of enrollment and agree to ALL policies. (§ 3270.121, 3280.121,3290.121) * Agree to have a current credit card on file and for it to be used to keep my contract in good standing. * Agree to pay Weekly Base/Daily Tuition regardless of if my child attends as service is considered rendered. * Agree to update the Emergency Contact/Health Report/Parental Consent form information whenever changes occur or every 3/6 months at a minimum. (§ 3270.124, 3280.124, 3290.124) * Agree to sign *Unenrollment* form and provide 30-day+(Plus) notice to terminate/change contract. * Agree SFA can terminate this contract for any reason due to parental abuse of staff/school/policies. * Agree to be personally responsible for retaining records for tax/personal purposes. * Agree to provide copies of IEP/IFSP (if applicable) and have SFA an active part of my child’s intervention plan. * Understand that any account not in good standing will go to magistrate and attorney/court fees apply.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_  Signature – Operator Date Signature – Parent or Guardian Date |

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| **DATE OF CHILD’S ADMISSION:** | **PERIODIC REVIEW: COMPLETE FEBRUARY**  I have updated and agree to all information herein |
| **CONTRACT DURATION:** | **PARENT/GUARDIAN SIGNATURE DATE** |
| **DATE OF WITHDRAWAL:** |