



## Elementary Parent/Family Agreement

My child, \_\_\_\_\_ is enrolled in the before and after school program for the 2016 - 2017 school year. My tuition for this program is \$\_\_\_\_\_ per month.

### CHECK ALL THAT APPLY

- I understand that fees for *Windsor Discovery Center & Windsor Montessori School* are payable monthly and due no later than the 15<sup>th</sup> of the month for that month. Failure to make payment by the 25<sup>th</sup> day of the month will result in a \$10 late payment fee.
- I understand there is an average of 15-22 available child care days per month. I am expected to pay my full tuition payment for the month of June which includes the first week of school beginning in August.
- I understand that a failure to pay on time may also result in a finance charge of 10% monthly on any outstanding balance beginning on the 25<sup>th</sup> day of the month. Any check returned from the bank will incur a \$25.00 fee.
- I understand that I am responsible for tuition payment regardless of my child's absence from the program.
- I understand that my registration fee is non-refundable and non-transferrable for any reason.
- In the event that payment is not made and the Town of Windsor must resort to collection, I agree to pay a reasonable attorney's fee incurred by the Town to enforce this agreement.
- I understand that if I wish to change my child's schedule in the program that he/she is enrolled, the space that I relinquish may not be available at a future date.
- Should I wish to withdraw my child from the program, I agree to give two (2) weeks written notice. I agree to pay for two weeks of childcare/school after notification. All financial obligations will be paid in full on or before the last day of my child's attendance.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_