

**CONTRACT FOR SERVICES**

Holy Nativity Christian Child Care Center  
3900 Winnetka Ave N  
New Hope, MN 55427  
763.591.0681

Beginning \_\_\_\_\_, child care services will be provided at Holy Nativity Christian Child Care Center, for the hours of \_\_\_\_\_ and the days of \_\_\_\_\_, at the daily / weekly rate of \$ \_\_\_\_\_. Any care provided for periods other than those stated above will be billed at the daily rate of \$ \_\_\_\_\_ or the weekly rate of \$ \_\_\_\_\_. Tuition is payable bi-weekly according to the payment schedule given to each parent. Our fees and billing are based on your child's enrollment, not attendance. You will be billed for any days your child is absent regardless of reason.

Exceptions:

1. Vacation: Each child enrolled will receive two (2) weeks of vacation each year after their first year, upon their anniversary date. Current fees, payment terms, and usage policies are described on the Rate Sheet.
2. Severe illness and/or hospitalization: Illness that requires absence of one week or longer, the following rate applies (at the discretion of the Director):
  - 1<sup>st</sup> Week: Full Rate
  - 2<sup>nd</sup> Week and Beyond: Half Rate

*Sick care is not available. It is the parent's responsibility to make other arrangements.*

Withdrawal: A two week written notice to the Director is required to withdraw a child from the program. Parents are responsible for the contracted rate for these two weeks, whether our services are used or not. If it is necessary for the center to terminate this contract, the parent will receive a two week notice in writing.

Change of Enrollment: When a change of hours or days payment is needed, a new contract is required before new care arrangements are provided.

Late Fee: Parents arriving after the center closes at 6:00 P.M. must pay a late fee of \$1.00 for every minute they are late after 6:00 P.M. Parents are to notify the center if they are delayed beyond their scheduled arrival time.

Deposit: There is a non-refundable registration fee of \$50.00 which must be paid at the time of enrollment. This does not guarantee your child a spot at the center. To guarantee a spot, the registration fee PLUS a two-week non-refundable tuition deposit is due at the time of enrollment.

Revisions: Tuition rates will be reviewed periodically by action of the Board of Directors. Parents will be given a 60 day written notice before revised rates become effective. I understand that from time to time the center's Director may implement or change policies as needed, and I understand that I will be notified of such changes.

I understand and agree to abide by the policies and procedures as stated in the Parent Handbook and the above service contract. Occurrences which are contrary to this contract will invalidate the contract and be cause for dismissal of the child from the program.

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