



### Parent-Provider Child Care Pre-Registration

The following agreement is made between parent(s)/guardians of \_\_\_\_\_ (child name) \_\_\_\_\_ (Date of Birth) and Family & Friends Daycare Center, LLC for child care services.

Parent/guardian name \_\_\_\_\_

Parent/guardian name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

#### The terms of the agreement are as follows:

**Effective date** \_\_\_\_\_

**Hours:** (Available hours are 6:30am to 6:30pm for standard care). My child will *usually* attend from \_\_\_\_\_ to \_\_\_\_\_ on (circle all that apply) **M T W T H F**

**Fees:** Standard Care is \_\_\_\_\_ per (circle one) month, week, day, hour

Overtime Rates are \$1.00 for every one minute interval after contracted time of pick-up. This fee applies to each child.

*All payments and fees are due on the last day of attendance for the week, in advance of the next week and are payable in full each week. (Friday prior to services by 6:00 p.m.)*

Registration fee of \$45.00 is non-refundable and does *not* apply to the first week of tuition. (Registration is due every September.)

#### Termination of Agreement:

Either the parent/guardian of the said child, or the Family & Friends Daycare Center, LLC, with a two-week notice, may terminate this contract. The two-week period is **paid** regardless if the child remains in attendance. The provider can terminate the contract without giving any notice if parents or guardians do not make payments when they are due.

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Provider signature \_\_\_\_\_ Date \_\_\_\_\_

#### Special provisions:

This Pre-Registration is not binding until the Policy Handbook is reviewed and signed. Upon receipt of the signed handbook, a formal contract will be submitted and signed as well with final details of the terms of the agreement.