

**St. Regis Early Childhood Center
Payment Contract**

This agreement is made by AND between St. Regis Early Childhood Center and _____, Parent/Guardian of _____. The following has been agreed upon between the two parties beginning _____.

I have read and agree to the full contents of the St. Regis Early Childhood Parent Handbook. I understand that disregarding these policies can result in my child no longer being eligible to receive care from St Regis ECC.

I agree to pay the weekly rate of \$_____, to be paid the Monday that service is to be provided for my child _____. I understand that if payment is not received by Wednesday of that week, a \$15 late fee will be added. An additional \$15 will be added for each week that payment is not received. I also understand that if payment is not received within 2 weeks, my child, _____, will not be allowed back into care until the balance is paid in full. This spot will only be held for 2 weeks. I also agree to pay a \$_____ annual registration fee, due at time of enrollment and then on September 1st of each year that _____ is enrolled at St Regis ECC.

In the event that my child is pulled/removed from care at St Regis ECC, I understand and agree that I am still responsible for any remaining balance within 14 days from of the child(s) last day.

This agreement shall be in effect until which time parent/guardian or St. Regis Early Childhood Center has been given a termination notice, or the negotiation of a new contract (a new contract will be issued when _____ moves to a new classroom or fees change).

THIS AGREEMENT AND THE PARENT HANDBOOK WHOLLY STATES THE OBLIGATIONS OF THE PROVIDER; THERE ARE NO OTHER IMPLIED OBLIGATIONS. ANY AMENDMENTS TO THIS AGREEMENT MUST BE IN WRITING AND SIGNED BY BOTH PARTIES.

Coordinator, St. Regis Early Childhood Center

Date

Principal, St. Regis Elementary School

Date

Finance Manager, St. Regis Parish

Date

BOTH parents must sign OR parent/guardian with SOLE custody of the child:

Parent/guardian

Date

Parent/guardian

Date