

Lil' Cubs Child Care and Preschool.  
Tuition Agreement

Children's Names: \_\_\_\_\_

I agree to pay \$ \_\_\_\_\_ a week.

Start Date: \_\_\_\_\_

**Fees and Billing Policies:** (for families with multiple children, see back of sheet)

**Payment Agreement:**

All Payments are due on Friday for the upcoming week. Payments not received by 5:00 pm on Monday will result in a \$10.00 late fee unless special arrangements have been preapproved. Payments are accepted through check, cash or debit/credit cards. Payments can be placed in the payment box by the reception area. Receipts are given for cash.

If you need a monthly receipt for Child Care Flex Spending at work, please let someone know at the front desk and one will be printed for you by the next business day.

**Tuition Payment Late Fees:**

A \$10.00 late fee will be applied to a client's account if payments are not received by Monday at 5:00 pm of the week of care. If tuition is not paid by the following Friday then your child will not be allowed to return until the account is paid in full.

**Returned Checks / Insufficient Funds:**

A \$25.00 charge will be applied to your account for all returned checks. Late fees must be paid by the end of the month.

**Delinquent Accounts:**

Families that are more than 2 weeks behind in payments may have their childcare services terminated. For information on assistance programs that may help cover the cost of childcare expenses, please speak to the Director. A payment plan must be agreed upon to continue services. Vacation credit can not be used toward a two week notice.

Lil' Cubs reserves the right to terminate services for non payment of tuition and/or lack of cooperation by parents and/or child.

A two week written notice is required upon withdrawal to your child/children. If a notice is not given, the party on this agreement is responsible for paying the two week notice.

***I have read and understand the above conditions:***

Mother: \_\_\_\_\_ Date: \_\_\_\_\_

Father: \_\_\_\_\_ Date: \_\_\_\_\_

Multiple Child Discount:

Child's Name	Discount	Amount

Total Due Each Week: \_\_\_\_\_