



Silva's Youth of Today Childcare Learning Center, LLC
656 Silver Lane East Hartford, CT 06118
(860) 569-8300 phone/ (860) 568-5839 fax

FEE PAYMENT CONTRACT

Please enroll _____ in Silva's Youth of Today Childcare Learning Center.

Start Date: ____/____/____ Full Time ____ Part Time ____

Time of drop off _____ am Time of pickup _____ pm

I agree to pay Silva's Youth of Today Childcare Learning Center \$_____ per week.

There will be a **\$50.00 non-refundable** fee to hold a space for your child.

*Please note all School Readiness parents will not be charged the \$50.00 registration fee.

1. I agree to the daily hours and all terms of enrollment found in the parent handbook, parent agreement and all other materials received.
2. I agree that full tuition is due whether my child attends or not. Weekly tuition will also remain the same when the Center is closed for holidays or snow days.
3. Tuition is due every Friday by time of Closing.

Cash, Check /Money Order or Credit card payment shall be given at the front desk. Checks and Money Orders should be made payable to: **Silva's Youth of Today Childcare Learning Center**

I have read and understand the above terms and will abide by these rules.

Parent Signature _____ Date ____/____/____

Director Signature _____ Date ____/____/____

Parent Agreement

1. Payments are due at the end of each week on Friday. If your bill is not paid on Friday, your child cannot return on the following Monday.
2. Late payments will be charged a ten dollar (\$10.00) fee each day the payment is not received.
3. There is a fifty-dollar (\$50.00) non-refundable registration fee.
4. Every child is to be picked up no later than 5:30 p.m. each day and only those who are on the authorization forms will be allowed to take the child off of the premises. If there is a change in the person picking up the child, the parent must call the Center ahead of time to notify the Director and classroom Teacher of the change. Children may not be dropped off at the Center before 7:00 a.m. Late pick-up is ten dollars (\$10.00) for the first fifteen minutes and an additional \$10.00 for every ten minutes thereafter.
5. All late pickups and late payment fees are the responsibility of the parents. All late payment fees are due upon arrival.
6. The Center must be given two weeks written notice if a child will be withdrawn from the program. All fees that are due when the children leave are the responsibility of the parent.
7. If there is a parental dispute in progress involving custody or visitation, the Center must be provided with legal documentation regarding rights of the non-custodial parent for pick up purposes.
8. The Center does everything within the legal limits to follow parents' wishes.
9. All legal and collection fees incurred for non-payment of tuition is the responsibility of the parent.
10. There is no tuition adjustment for illness or scheduled Center holidays.

I have read and agree to the terms and conditions set forth in Silva's Youth of Today Childcare Learning Center's Handbook and Agreement.

Parent Signature

Date ___/___/___

Director Signature

Date ___/___/___

When enrolling Infants we need a schedule to follow for each individual child, so we request that you fill out the feeding/sleeping schedule below so that we have a better understanding of your child's needs.

Child's name: _____

Formula ____ or Breast Milk ____

Bottle Feeding: _____ a.m.

_____ a.m.

_____ a.m.

_____ p.m.

_____ p.m.

_____ p.m.

Solid Food: _____ a.m. _____ p.m.

Sleeping schedule: _____ a.m. to _____ a.m.

_____ p.m. to _____ p.m.