

CHILDCARE RATE and FEE AGREEMENT

The following agreement is made between:

Parent's/Guardian's Name:
Parent's/Guardian's Name:
Child's/Children's Name(s):

And

Teddy Bear Care L.L.C.

Hour of Operation

Monday – Friday...6:00am – 6:00pm

Saturdays are available at the [Child Care and Development Center](#) by appointment only. No Drop-ins permitted on Saturday.

Note: Additional hours are available.

Regular Fees and Payment Requirements

Rates: Infants: *Daily and weekly rates only*

\$30.00 per day (\$28.50 for additional infant)

- Minimum (2) two days/week

Children ages One and Two,

\$3.15/hr. for 6 hours or less (\$3.00/hr each additional child)

\$3.00/hr. for 7 hours or more (\$2.85/hr. each additional child)

- Minimum \$13.00/day, (2) two days/week, Maximum \$30.00/day¹

Children ages Three and up,

\$3.00/hr. for 6 hours or less (\$2.85/hr each additional child)

\$2.75/hr. for 7 hours or more (\$2.60/hr. each additional child)

- Minimum \$12.00/day, (2) two days/week, Maximum \$27.50/day¹
 - Additional Children must be Siblings or live in the same home.
 - All non-toilet trained children (3) three years old and up are charged the same rate as One and Two year old children plus .25¢ per hour. Minimum \$14/day
 - ¹ Fee based on a maximum 12 hour day, days longer than 12 hours outside our normal hours may be charged at the regular hourly rate.

Full Week, Full Day Rates

\$125.00 per week per child; Infant

\$105.00 per week per child; ages Three and up.

\$110.00 per week per child; ages One and Two.

- Fee covers (5) five days per week, up to (10) ten hours per day.
 - Absents may cause the rates to revert to the hourly or daily rate for the week.
- There is a \$3.00 per hour charge for every hour over (10) ten hours per day.
- No discount for additional children with this special rate.
- All non-toilet trained children (3) three years old and up will be charged \$135.00/week.
- DES subsidized children – Parents/Guardians are responsible for all fees not covered by DES including absents not covered by DES.
- All other regular fees and payment requirements apply.

Other Fees and Responsibilities:

- Upon enrollment the following fees are due before the child is admitted:
 - ~~The registration fee: \$40.00~~ **Waived**
 - The first weeks charges
 - Deposit (deposit equal to one week’s charges, minimum deposit \$50.00). Payment plans available. The deposit may be used by the provider for the last week or weeks of service.
- Hourly rates are charged in (1) one hour increments.
- Partial hours are charged to the next full hour (ten minute grace period).
- All charges are due and payable in advance on the first day of service each week.
- Overtime rate: \$5.00 per 15 minutes (starting 1 minute after closing time).
- All additional charges from the current week of service are due and payable on the first day of service of the following week of service.
- DES subsidized children – Parents/Guardians are responsible for all fees not covered by DES including absents not covered by DES.
- There is a \$1.00 fee per diaper/pull-up not provided by the Parent/Guardian.
- There is a \$2.50 fee for Breakfast and a \$4.50 fee for lunch or dinner when the Parent /Guardian do not provide the required meal.

Drop-ins welcome depending on available space. Rate: \$5.00 per hour, minimum \$15.00 per day, no multi-child discount with drop-in rate. (Child must be registered, all fees apply)

Payments can be made by Cash, Check, or Money Order. Late payments will be assessed a **late fee of \$10 per week** for payments not made during the week of service. Late payments may jeopardize your child’s spot at the center. If a payment made by check is returned for **insufficient funds**, a **\$40 fee** will be charged and all future payments may be required to be paid in cash or with a money order.

Fee Refund Policy

All refunds will be made within 30 days of your child’s last day in attendance, **no cash refunds**
 No refunds will be given for the following reasons:

- Less than two (2) weeks’ notice before your child’s last day in attendance,
- Child removed from facility for discipline problems.

Receipts will be available on date of payment. An Annual Statement will be provided upon request by January 31st each year.

This contract will remain in force from this date forward or until a new contract is signed at a later date.

By signing this agreement the Parent(s)/Guardian(s) indicates their understanding of, and agreement with all policies, fees, and payment requirements of Teddy Bear Care L.L.C. Only one Parent or Guardian needs to sign this form unless more than one person has joint rights of the child.

Parent’s/Guardian’s Signature	Date
Parent’s/Guardian’s Signature	Date
Teddy Bear Care L.L.C. Representative	Date