

Contract Starfish Child Care

8810 Brickyard Rd., Potomac MD 20854, Tel: 301-299-8992 (Office), 240-876-8552 (Cell)
Web site: www.starfishchildcare.com, E-mail: starfishchildren@gmail.com

Child's Name: _____

Contract Date: _____

Start Date		Registration Fee	\$ 40.00
Attending Days	M T W TR F	Deposit	\$
Drop-off Time		Tuition	\$
Pick-up Time		Supply/Activity	\$

I/We hereby request Starfish Child Care to provide childcare services for my/our child.

I/We agree with the following terms and conditions:

- A non refundable Registration Fee is due with the contract.
- A deposit is due with this contract. The deposit will be applied as a credit toward the last payment of my/our child's attendance as long as the following conditions are satisfied: Attend childcare for at least one month according to the agreed schedule on this contract and submit one month written notice of withdrawal. If I withdraw before the start date, I will not get my deposit back.
- Monthly tuition is due by the 1st of the month.
- No reduction in tuition shall be made due to child absence, illness, vacations or closings due to holidays, weather or emergencies beyond our control.
- There will be a \$40 service charge for any check returned by the bank.
- During each year, there will be ten holidays on which care will not be provided.
- Child must be dropped off and picked up only within official business hours of the childcare facility otherwise a late charge of \$1/min will apply. If the parent informs the provider in advance, and the provider agrees, the child will be accepted for overtime hours.
- All fees must be paid by cash or check/money order written to the order of Starfish Child Care.

I have read the parent's guide to regulated childcare (OCC Form 1524) and parent's handbook and agree to abide by the rules and regulations as stated. I agree to complete and submit the following forms prior to my child's attendance:

- 1) Health Inventory/Lead Addendum/Immunization Record - OCC form 1215
- 2) Emergency Form - OCC form 1214
- 3) Medication authorization - OCC form 1216 (if applicable)
- 4) Registration Form - SCC

This agreement will take effect today and remain in effect until a change is made in writing (with at least one month notice) by either party at which time it will be reviewed and updated. Starfish Child Care reserves the right to terminate service without advance notice if any of the terms of the contract are violated.

Parent's/Guardian's Name

Parent's/Guardian's Signature

Date

Parent's/Guardian's Name

Parent's/Guardian's Signature

Date