

Kids' Town 2 Hour Preschool Payment Policy

Payments for preschool are **due by the 1st of each month** and will be considered late if received after the 5th. By the 1st of each month each family will receive an invoice by email. A late fee of \$10 will be assessed for each period of 5 days that the payment is late. If payment in full is not received by the 15th of the month the child will not be permitted to attend preschool until the account is brought current (including late fees). The registration and supply fees must be paid in full before a child can attend preschool.

Note that Kids' Town does not provide refunds or discounts (partial or full) for days missed due to vacation, holidays, illness, inclement weather, or any other reason. Within reason, we will provide the activities that were missed so that they can be completed at home. Payment each month will be expected until a formal withdrawal in writing is provided. Notice must be given before the start of a month or it will apply to the following month.

Accepted Forms/Methods of Payment:

Automatic checking/savings account withdrawal*

Online (via emailed invoice):

 Checking/savings account

 Credit/debit cards

Kids' Town front desk:

 Credit/debit card

 Check (payable to Kids' Town)

 Cash

Schedule of Tuition and Fees:

Registration Fee	\$25
Supply Fee	\$130
Monthly Tuition	\$85* (enrollment in automatic payments qualifies for \$5/month discount)
Friday Add-on (Monthly)	\$35

Parent/Guardian Acknowledgement Form: Preschool Payment Policy

I acknowledge that I have received and read the Preschool Payment Policy. I understand that it is my responsibility to abide by all rules contained in the policy or I may be dismissed from the program without refund.

Date

Parent/Guardian Printed Name

Parent/Guardian Signature

Student Name