

CHILD DAY CARE FEE AGREEMENT

The following fee payment agreement is entered into between: J. F. K. Community Center
and _____

Address of Parent or Guardian: _____

Gross Yearly Income: \$ _____ Family Size _____

Child's Name: _____

Type of Day Care Provided: _____ Cost of Care _____ Week

Assessed Fee: \$ _____ per Week, due on the first services day of the week
\$ _____ bi-weekly, due on the first service day of the bi-weekly period
\$ _____ per month, due on the first services day of the month

Date on Which First Payment is Due: _____

Siblings Receiving DYFS Funded Child Day Care Services: _____

_____ No fee	_____ Fee of \$ _____	_____ Child (ren) Name(s) is paid on behalf of _____
	_____ Weekly, Bi-weekly or Monthly	_____ Sibling
		_____ Name of Provider Agency

The parent named above agrees to:

1. Pay all assessed fees during the entire period the child is enrolled for day care services in accordance with the fee computation and required dates of payment. I understand that if I do not pay the required fee or if my payments are late four times in one calendar year, my child may be excluded from day care services.
2. Pay within 5 days of a Administrative Review decision any fees that were not paid while waiting the fair hearing.
3. Report any change in family in service or fee payment, if any, on behalf of another child within five days of such change.
4. Report any change in service or fee payment, if any, on behalf of another child within five days of such change.

The Day Care Provider Agency agrees to:

1. Explain all policies and procedures governing the sliding fee scale program and give the pamphlet. Your Child Care Fees; Information for Parents Receiving DYFS Funded Child Day Care Services, to the above named parent or guardian before he or she signs this agreement.
2. Inform the above named parent or guardian that non-payment of fees will result in the termination of services. A written notice of unpaid fees and advance notice of termination will be sent, specifying the dates services will be terminated unless fees due are paid.
3. Return to the parent or guardian any overcharges caused by miscalculation of the assessed fees. No refund will be made if miscalculation is the result of misrepresentation of information or failure by the parents or guardian to provide the agreed notification of a change in income or family size

I have read or have read to me this Child Day Care Fee Agreement and I understand and accept its terms and have received a copy of it. I have been informed of my rights to a fair hearing.

Signature of Parent/Guardian Date

Aneisha Ghali

Signature of Day Care Provider Representative Date