



Decatur Family YMCA Financial Agreement

Dear Parents or Guardians,

It is important for the Decatur Family YMCA to maintain a balanced financial position to ensure its ability to provide your child with quality care and engaging youth activities. In order to achieve the stated outcome, the Decatur Family YMCA must have your commitment to adhere to the following agreement. Please carefully read and sign this document then return it to the Decatur Family YMCA Child Care Office.

- I understand a non-refundable registration fee and the first week's tuition must be paid in order to secure a place for my child. I understand the stated registration fee is NOT deducted from my child's tuition.
- I understand tuition is paid on a weekly basis and all payments are to be received by the YMCA prior to the date of attendance. No credits or refunds are issued on payments if my child has an unscheduled absence. Payments are accepted by credit card, check, money order, credit card draft or bank draft. **Please make checks payable to the Decatur Family YMCA.**
- I understand tuition is due for all of the days my child is registered for regardless of attendance. Refunds cannot be given for missed time due to illnesses, personal days off, holidays, vacations or behavior-related dismissals, such as suspensions or expulsions.
- I understand that if my payment is more than two weeks late, my child will be withdrawn from the program until my payments are caught up. There will be no credit for days missed due to non-payment for children who return.
- I have read and understand the complete Withdrawal & Reinstatement Requirements included in the parent handbook.
- I understand one-week's **written** notice is required by the child care office to withdraw my child(ren) or tuition will be due for that week.
- All accounts will be assessed a service charge every Friday on any outstanding balance. Any accounts with a balance will be charged a \$5.00 service charge.
- I understand that there will be a \$1.00 service charge for every minute my child is picked up past the 6:00 PM closing.
- I understand that if I am applying for government subsidy assistance, the YMCA will estimate my expected subsidy assistance and charge only the estimated amount for approximately 30 days. When approval has been received, I must pay the monthly co-payment established by the subsidy unit of my choice, **plus** the difference

between the amount that the YMCA is reimbursed for and the full tuition amount. Your account will be credited for any tuition fees you have paid prior to approval, which the YMCA is reimbursed for. I also understand that if I choose to use a subsidy program that reimburses me instead of the YMCA directly, I must pay the YMCA the full tuition amount. **In the event of cancellation or changes in my subsidy payments, I am solely and immediately responsible for the full tuition and/or back payments due to cancellation or changes.**

- In the event that my account is past due, it may be turned over to a collection agency. If my account is not paid in full and turned over to a collection agency and/or an attorney, I agree to be responsible for all reasonable fees necessary for the collection of my delinquent account including, but not limited to, collection agency fees of 50% of the balance due and costs and reasonable attorney's fees of 33% of the balance.

I agree to the terms and conditions of the Decatur Family YMCA Child Care Financial Agreement and wish to enroll my child into the Decatur Family YMCA Child Care Program(s).

Parent/Guardian Signature

Social Security #

Date

Parent/Guardian Signature

Social Security #

Date