

**Child Placement Contract** for \_\_\_\_\_ (name of child)

I have received and read the Parent Information Handout and agree to comply with all its rules and responsibilities. I understand that compliance with these rules and responsibilities is a condition of my child's enrollment and part of this contract.

1. Class will normally begin at 8:15 AM and end at 2:50 PM on the following days of the week: Mondays, Wednesdays, and Fridays.
2. We will include a morning snack for AM attendees and a morning snack, hot lunch, and afternoon snack for school day attendees.
3. The current preschool charge for the above child is \$435 per month, and the current charge for returning a check is \$35.00. I understand that these charges and rates are subject to change as the bank may make changes. We will no longer accept two checks returned from the same family.
4. Payment to the Provider will be made in the following manner: **by check, money order, cash, or online credit card payment. Payment is due on the first day that your child attends or after the first of each month.** Payment is considered late if not received on this day, and a \$20 late fee will be assessed. If payment is not received by the end of the week, you will be reminded that preschool privileges will be suspended until payment is made.
6. I understand that a registration fee of \$150 (\$100 for re-enrolling students) plus the last month's tuition will be assessed at enrollment. I also understand that, as required by licensing rules, I must review my child's registration form or complete and turn in a new registration form by the first Tuesday of September each year.
7. I understand that I must provide immunization records or approved waiver of immunizations to the center upon enrollment and as immunizations are updated. I must also provide a completed health form within one month of enrollment and bi-yearly after that. I assume responsibility for my child's state of health while at TLC Early Childhood Center. I also understand that I will be notified immediately if anything unforeseen occurs.
8. I understand and will support the purpose and philosophy of TLC Early Childhood Ministries, as stated in the Parent Information Booklet. I took forward my partnership with TLC in its programs, educational activities, and fellowship events.
9. No modifications can be made to this contract except in writing.
10. I understand this is a legally binding contract, which I have read.

**Upon signing this agreement, the parent, legal guardian, or responsible adult and the childcare facility agree to abide by all of the provisions contained in this contract.**

The parties hereto have executed this contract as of the specified date.

**Parent, Legal Guardian or Responsible Adult**

**TLC Early Childhood Center**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

Jessica Platte  
(Printed Name)

\_\_\_\_\_  
(Relationship to Children)

Childcare Director  
(Title)

DATE \_\_\_\_\_

DATE \_\_\_\_\_