

# OPEN ARMS CHILD CARE CENTER PARENT CONTRACT

Please check the days your child will attend:

Monday \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Child's Name: \_\_\_\_\_

Tuesday \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Effective date: \_\_\_\_\_

Wednesday \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Reason for change: \_\_\_\_\_

Thursday \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ \_\_\_\_\_

Friday \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

A tuition fee of \$ \_\_\_\_\_ is due on the Tuesday of each week prior to services through the Tuition Express Program® with no reduction for any absences, holidays, or snow days. Once enrolled in the Tuition Express Program® there is a ten day written notice required to make any adjustments.

Tuition not paid in full by the last working day of the week will be assessed a \$5.00 per day charge for the first 5 business days. Suspension/Termination may result after that time period if a payment plan is not agreed upon and adhered to.

I, \_\_\_\_\_ (Parent/Guardian Sponsor Name) and/or  
\_\_\_\_\_ (Parent/Guardian Co-Sponsor Name) agree to the contracted hours and tuition amount. If these hours change in any way, I will notify Open Arms immediately so that they may arrange for proper staffing. If we go beyond our normal contract hours, we understand that the appropriate fees will be charged to my account. Tuition rates will be adjusted accordingly for changes in contract. Tuition may be adjusted annually with a 30 day notice.

**Neither credit nor make-up days are extended for absences, holidays, or illness.**

**We understand that if it becomes necessary for us to withdraw our child from the Center, a one month notice must be submitted in writing to the Director, and we are responsible for paying tuition for the one month notice.**

**Signature of both parents is required.**

\_\_\_\_\_  
Parent/Guardian Sponsor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Co-Sponsor Signature

\_\_\_\_\_  
Date