



# Financial Agreement

## Redeemer Learning Center

### **Annual Registration Fee**

We will require a \$50.00 non-refundable annual registration fee for each child enrolled. No family will pay more than \$125 in registration fees. We cannot start providing childcare until this deposit is paid.

### **Billing**

All accounts will be billed on Thursday for the following week. Statements will be sent via email. Payment is due by Tuesday at noon. Any questions regarding statements should be directed to the administrator.

### **Payment**

All families must have a form of payment on file with Redeemer Learning Center. If a payment by cash, check, or money order is not received by Tuesday at noon that form of payment will be charged to the balance of your account.

Any families using WI Shares need to make a payment at the beginning of the week or month based on preference. Any outstanding balance after that funding has been used is the responsibility of the parent and subject to the same payment policies.

If you are unable to make a payment, please talk with the Administrator as soon as possible. While we can make occasional exceptions to this policy, parents are responsible for the payments for children and maintaining an outstanding balance on your account could result in your child no longer being able to attend care until the balance is paid. Please understand that we are here to serve you, but we also have to pay our daily, weekly and monthly expenses.

When withdrawing a child from Redeemer Ev. Lutheran Learning Center, written notice to the administrator is required two weeks in advance.

\_\_\_\_\_ **Payment for care is due on Tuesday at noon of the week the care is given.**

\_\_\_\_\_ **Schedule Changes:** Any additions to your child's schedule must be added by the previous Wednesday morning to avoid drop-in fees. A permanent change in scheduled days requires two weeks' notice.

\_\_\_\_\_ **Drop-In Care:** Drop-in care is available if we have room for children. There is no guarantee that drop-in care will be available. Please contact the administrator to schedule drop-in care. The cost is an additional \$5 per day for drop-in care.

\_\_\_\_\_ **Late Pick Up Fees:** If your child is not picked up by 6:00 pm, I will be required to pay \$1 per child per minute late fee.

**Contracted Care Days & Times Needed:** Redeemer Learning Center is open from 5 am – 6 pm.

Child's Name	Date of Birth	Daily Rate	Monday	Tuesday	Wednesday	Thursday	Friday

Children under 2 \$47 daily

Ages 2 – 3 \$42 daily

Ages 4 and older \$40 daily

\_\_\_\_\_ Payment is due for hours scheduled, whether used or not. **I understand that there is no automatic reduction of fees when my child is on vacation or gone from the Learning Center for any reason.**

I agree to pay Redeemer Learning Center to provide childcare to my child(ren). (Please make checks payable to: Redeemer Learning Center or RLC)

I (the parent) hereby acknowledge that I (the Parent) am aware of the conditions stated in the Redeemer Ev. Lutheran Learning Center Financial Agreement Contract and agree to abide by the above requirements.

I agree to abide by the requirements and policies written in the Parent Handbook and Redeemer Ev. Lutheran Learning Center agrees to provide care for the above-named child(ren) that meets the standards and guidelines as set forth in the Parent Handbook and by the State of Wisconsin.

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

\_\_\_/\_\_\_/\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature

\_\_\_/\_\_\_/\_\_\_  
Date