

Name of Child/Children(one/family): _____

This agreement is effective between the parents and/or guardian of the above child/children and Sweet Beginnings, LLC for the school year beginning August 1, 2016 through August 31, 2017.

Please read the entire agreement, initial and sign all highlighted sections to finalize student enrollment.

FEES: _____ **← (initial)**

- | | | |
|---|---------------|----------------|
| I have chosen to pay (circle one): | Weekly | Monthly |
|---|---------------|----------------|
- I have been given and agree to the dates that my payments are due. I understand that the tuition rate is subject to change during this twelve-month enrollment period with a 30-day written notice.
 - I understand there is a required deposit of one week’s tuition plus \$75 enrollment fee to enroll my child. The tuition deposit including the enrollment fee is non-refundable.
 - I understand that I will be charged a \$25 late fee for payments not made on the scheduled due date. Payments still not received after Monday will be assessed an additional \$5 per a day (including weekends) until payment is made in full.
 - Payments more than one week past due will result in forfeiting my child’s space in their classroom.
 - I understand that a \$35.00 returned item fee plus a late fee charge of \$25 will be charged for all returned items. If items are returned twice in a school year you must make all future payments in cash or money order only, no exceptions.
 - I understand that I am allowed to make three late payments (with applicable charges) per year. Paying my tuition late over three times will result in forfeiting my child’s space in their classroom.
 - I understand that Sweet Beginnings, LLC is licensed to operate from 6:30 a.m. to 6:30 p.m. If I am late picking up my child/children, Sweet Beginnings will charge me \$15.00 per child for the first 5 minutes, then \$1.00 for each additional minute per child. Payment for late pick up should be made by cash or check at the time of pick up.

TUITION EXPRESS: _____ **← (initial)**

- I understand that my tuition payments will be deducted through ACH Debit or Batch Credit Card processing on the date tuition is due.
- I understand I am responsible for notifying Sweet Beginnings, LLC prior to processing date of tuition when I have a new card, my credit card has expired or if it has been lost or stolen.
- I understand if I do not keep my payment information current for tuition payments I am responsible for all return fees and late fees.
- I understand that should I choose to end enrollment at Sweet Beginnings at any time I am responsible for full payment of the 30-day written notice and I give Sweet Beginnings, LLC permission to continue regular ACH Debits or Batch processing of my credit or debit card through the date of my child’s 30-day notice to end care.

DISCOUNTS: _____ **← (initial)**

- I understand that families with more than one child enrolled at Sweet Beginnings, LLC will receive a 10% tuition discount for the oldest child.

REIMBURSEMENT: _____ **← (initial)**

- I understand that if I decide to discontinue services with Sweet Beginnings, LLC, or my child is dismissed for any reason, Sweet Beginnings, LLC will not reimburse remaining tuition for the month.
- I understand that should I choose to discontinue enrollment of my child/children at Sweet Beginnings, LLC I must give at least a 30-day written notice. I am responsible for full payment of my child/children’s tuition for those thirty days. I understand any changes to my child’s enrollment, including full or part time, I must provide a written 30-day notice for those changes and it will be accepted based on availability.
- Should I neglect to give 30-day written notice I am responsible for tuition fees and all additional fees, court costs and attorney fees incurred by Sweet Beginnings, LLC during the collection process of my child/children’s tuition account.
- I understand that Sweet Beginnings, LLC reserves the right to discontinue service to my child/children at any time for any reason. Remaining tuition for the month of dismissal will not be reimbursed. Remaining paid tuition will be returned no later than 60 days from date of dismissal.

Parent/Guardian Signature _____ **Date** _____

Director Signature _____ Date _____