

A.S.A.P. Development Center Contract

Parent(s)/Guardian(s) contracting services: _____

Address, City, State, and ZIP Code: _____

Home #: _____ Work #: _____ Cell #: _____ Last 4 SS# _____

Name of each student to whom care services are to be provided: _____

Fee & Payment Terms: After School Program \$ _____/wk Before Care \$ _____/wk

Payment in full for all students is due each Friday for the following week's care. A.S.A.P. Development Center reserves the right to refuse care to student(s) whose parents' or legal guardian's account is past due. Students left at our facility without our permission will be reported to the authorities as abandoned/neglected children.

Fees are for reservation of services on a "use it or lose it" basis. **No refunds or credits will be given.**

If a payment check is returned or dishonored, a fee of \$ 38.00 will be charged. Payment will be required in cash or other guaranteed funds if a check is returned or dishonored for *any* reason.

The facility will be closed on Saturday and Sunday of each week, except for special events; federal holidays; scheduled vacations and/or training days. Weekly tuition fees are *not* prorated during weeks which include these closure(s).

During family vacations and other extended absences from care, the parent or legal guardian may pay one-half of the usual weekly fees to reserve the students eligibility for care services upon their return, along with a 2 week proper written notice, unless some other prior agreement is made with the director. Extended absences without notice will result in full tuition fees being due. If this reservation fee is not paid during the absence, the facility reserves the right to accept or not accept the student(s) back into care upon their return.

A.S.A.P.'s policies concerning hours of operation; earliest drop-off and latest pick-up times; meals and special foods; medications and accommodations for medical conditions; drop-off and pick-up by persons other than the parent or legal guardian; and all other policies governing this agreement are contained in the facility's Parent Handbook and hereby incorporated into this agreement by reference. These policies may be changed from time to time, with proper legal notice to the parent or legal guardian, without affecting the validity of this agreement.

This agreement may be terminated by either party with a **Full 60 Day** written notice to the other party.

Name of Parent/Guardian

Date

Name of Parent/Guardian

Date

ASAP Development Center

Date