



2016 CKAC Fee Payment Policy

Weekly Fees

You will be assessed a weekly fee based on your income and family size. The weekly fee is due on **Monday** of each week in order for your child to attend. Please plan ahead in order to be able to pay your weekly fees on time. Fees may be paid during afternoon pick-up or you may send your fees in a sealed envelope with your name and your child's name included. Receipts/Invoices will be available on Friday afternoons. If you have extenuating circumstances and can not pay your fee, you must call Bethany Patton @ 434-2031 in order to make payment arrangements. We offer various scholarships and we also accept Families First Child Care Certificates. If you provide a valid Families First Child Certificate, that fee will be waived.

***A Non-Refundable Registration Fee of \$15 is due by TBA-_____. If this fee is not paid on time, your child(ren)'s will be dropped from our role and placed on a waiting list- No Exceptions!**

I, _____ understand that I am responsible for all fees and I agree to pay them on time. I also understand that I will be responsible for making alternate child care arrangements if I cannot pay my fees on time. _____(Initial)

Please start planning now in order to be able to pay your weekly fees!

NO LATE FEES WILL BE ACCEPTED!