



2022-2023 YMCA DAYCARE & PRE-K Enrollment Contract

Parent/Guardian Name:	I receive DSS Assistance Yes No If you are receiving DSS assistance you must provide the DSS Approval Letter.
Primary Phone:	
Parent DOB:	
Office use only: Member #	I am requesting a financial assistance Scholarship Yes No If you are requesting assistance please complete the Scholarship Application.

Billing and Registration Procedures	Initial
There is a \$20 registration fee per family, if all children registering are members this fee is waived. This registration fee is non-refundable.	
Registration is not complete until all applicable forms & payments are received by the admin office. (Registration packet: Fee Contract, Registration From, Medical Statement & Immunization Record, NYS OCFS Daycare Registration From, CACFP Form, Development History.	
We are unable to bill an <u>individual</u> third party for the cost of your child's care. It will be your obligation to seek payment from that individual.	
A late fee of \$5.00 for the first five minutes you are late to pick up your child and an additional \$2.00 for each minute thereafter.	
There is a fee for all CC, check, and EFT payments which are returned (this fee varies by bank, can be up to \$30)	
If you receive assistance from DSS you are responsible for your monthly parent fee and the balance of any unpaid child care costs. If DSS does not pay as much as you feel they should, it is your responsibility to contact your caseworker. You will be responsible to pay for any uncovered childcare expenses within 2 weeks of the statement.	
The sibling discount is applied to the child whos care cost is the least.	
If you receive a YMCA Scholarship, maintaining a current payment status is required for continuing your scholarship. There is not a sibling discount if you receive a scholarship.	
All child care fees are required to be set up as automatic payments.	
Changes to your contract may be made by completeing a Withdrawal From. Changes to your contract must be made no later than the 2 weeks prior to your next scheduled billing date.	
YMCA reserves the right to discontinue care if payment is 30 days outstanding.	
Program fees are not prorated for months where there is a holiday or break or for a child's absence from the program. Cost is scheduled based on a 180 days of care September to June.	

2022-2023 Cost Schedule (Sept '22 to Aug '23)	Cost for the First Child		Cost for Each Additional Sibling	
Program	<i>All child care costs billed monthly. (Vacation billed upon registration)</i>			
Infant (6 weeks - 18 months)	Month \$1,180	Bi-Wk \$590.00	Month \$1,003	Bi-Wk \$501.50
Toddler (18 months - 3 Years)	Month \$1,100	Bi-Wk \$550.00	Month \$935	Bi-Wk \$467.50
Pre-School (3-4 years)	Month \$1,012	Bi-Wk \$506.00	Month \$860	Bi-Wk \$430.10

AM Wrap Around (630 - 8am)*	Month N/A	Bi-Wk N/A	*Pre-K Wrap Around and Vacation Programs only run September through June.
PM Wrap Around (1-530pm)*	Month \$345	Bi-Wk \$172.50	
Both (AM & PM)*	Month \$475	Bi-Wk \$237.50	
Vacation Program- 1 Day*	\$55		
Vacation Program- 3 Day*	\$165		
Vacation Program- 5 Day*	\$245		

Child(ren)s Names	Daycare Room (Infant, Toddler, Pre-School, Wrap Around)	Cost of Care
1.		\$
2.		\$
3.		\$
4.		\$
Total Monthly Fee		\$

Method of Payment

(Initial) I choose to have debit/credit card ending with processed the **1st AND 15th** for the bi-weekly cost of care.

(Initial) I choose to have debit/credit card ending with processed the **1st** of each month for the montly cost of care.

Vacation, Early Dismissal Prograrms, and Late Pickup Fees

(Initial) I authorize YMCA to charge my debit/credit card for registered vacation programs the week prior to attending and for additional fees incurred due to late pickup.

Memorandum of Understanding: I have read and understand this enrollment contract in its entirety. I understand that space is reserved for my child and I am responsible for payment for the contracted days and additional service days. I understand that I am the party ultimately responsible for the cost of care despite third party assistance or subsidies. My services may be suspended for any account which is delinquent.

Parent/Guardian Signature:	Date:
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