



**Joseph James “Joey” Georgusis Center for Children
PAYMENT AGREEMENT**

I understand and agree to the following:

- Child care is charged on a *weekly basis* for the entire semester or session in which the child is enrolled.
- Parents/legal guardians are charged according to an established part-time or full-time childcare schedule and are responsible for paying in accordance with that schedule regardless of child’s attendance.
- Parents/legal guardians must agree to the Center’s child care rates and policies in effect, which are subject to change.
- Payment is due *by the Friday prior to the week of services*. Payments may also be made further in advance.
- Failure to pay fees will result in discontinuance of services.
- Additional fees may be charged for field trips or other special activities. Parents/legal guardians will receive advanced notice of such activities.
- Full payment must be submitted for all services provided. Parents/legal guardians are responsible for any third-party co-payments or reimbursements (including the CCAMPIS Grant).
- Payment will not be reduced or waived for partial attendance (due to illness, family vacations, or other reasons) except under certain circumstances and with prior arrangement/approval from the Director.
- Child care is charged for all days *except* official, scheduled College closures. Child care is charged for temporary closures due to unforeseen circumstances, such as weather emergencies, epidemics, etc.
- A two-week written notice is required for withdrawal from child care services. The parent/legal guardian is responsible for payment of these two weeks.
- Outstanding balances at the end of a semester or session will result in a financial hold on a parent’s student account, if applicable. This prevents receipt of grades and transcripts, registration for future classes, and other College privileges and services.
- A fee will be assessed for all returned checks and/or credit card chargebacks due to insufficient funds, unauthorized use, cancelled card or fraud. A returned check or credit card chargeback will require the parent/legal guardian to pay by cashier’s check, money order, or cash for the semester in which the check was written or the chargeback was incurred plus the next semester in which child care services are provided. Only in the case of a bank or card issuer error will the returned check/credit card chargeback penalties be removed. Failure to pay the returned check or credit card chargeback and additional charges will subject the parent/legal guardian to discontinuance of child care services, an administrative withdrawal from classes, if applicable, and the account being submitted to a collection agency.

Parent/ Legal Guardian’s Printed Name

Delgado Employee/Student ID #

Parent/Legal Guardian’s Signature

Date

Date Received: ____/____/____

Received By: _____ (initials)