

## PACIFIC CAMPS SCHOOL YEAR CONTRACT ENROLLMENT

### CONTRACT

I understand that I am enrolling in a contract for Pacific Camps child care program. I understand that this holds my space for the term of the contract, and I am responsible for all fees associated with it. I understand that Pacific Camps does not prorate for absences or by the hour. Extra fees will apply for attendance on non-contract days or programs. Contract does not include registration fee, early dismissal days, in service days or holidays unless otherwise stated. I understand that I will pay the first payment at time of enrollment and it is non-refundable.

### FEES AND PAYMENTS

**Electronic Fund Transfer (EFT)** is required for all participants in child care programs contract. The first week's payment is due at enrollment and is non-refundable. For remaining payments, withdrawals are made on Thursday nights (for the following week) for weekly payments or closest business day. Please fill out the attached EFT form and return with the registration. A \$3.49 transaction fee will apply for credit cards. Should electronic transfer of funds be denied, account holder will be charged a processing fee of \$30.00. I understand it is my responsibility to check my account for Pacific Camps transactions. I will notify Pacific Camps within 60 days of the transaction date of any transaction that appears to be in error. The transaction will be investigated and corrected if necessary. If payment is not made my child may NOT be admitted to the program. If the account becomes SEVEN (7) days delinquent, enrollment in the program may be terminated unless arrangements have been made with the billing department. Payments are the responsibility of the individual who enrolls the child(ren) in the program. Pacific Camps does not prorate for absences or by the hour. Full payment is due regardless of the number of days my child attends. Extra fees will apply for attendance on non-contract days or programs.

### CANCELLATIONS/CHANGES/VACATION

A 30 day written notice is required for any schedule change or cancellation of enrollment. Schedule changes will be considered on a space availability basis and are not guaranteed. I understand that there will also be a charge of an additional \$25 for each change. Cancellation of a contract will result in an early termination fee of \$700 payable in full upon notice of cancellation. In order to use the approved vacation time from the contract, 3 weeks during the year, I understand that I need to send an email to: sandy@pacificcamps.com, 2 weeks prior to the scheduled date of the auto payment with the word "Vacation" in the subject line and what week you are using.

Check which program(s) you are contracting for:

- |   |  |
|---|--|
| <input type="checkbox"/> After School Contract -\$115/week        | <input type="checkbox"/> Kindergarten After School Contract -\$121/week          |
| <input type="checkbox"/> Before School Contract -\$58/week        | <input type="checkbox"/> Kindergarten Before & After School Contract -\$157/week |
| <input type="checkbox"/> Before/After School Contract -\$151/week | <input type="checkbox"/> Early Kindergarten After School Contract -\$151/week    |

I understand that there is a \$700.00 early termination fee, if I cancel this contract. \_\_\_\_\_ (initial)

Child(rens) Name: \_\_\_\_\_

Camp Location: \_\_\_\_\_

Contract Start Date: (mm/dd/yyyy) \_\_\_\_\_

Contract End Date: (mm/dd/yyyy) \_\_\_\_\_

Parent's Name: (print) \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date \_\_\_\_\_

# **AUTOPAY FORM**

## Section I

Please set me up for Electronic Fund Transfer (EFT) automatic payment on: (check which plan you're enrolled in):

\_\_\_\_ Monthly schedule on the 1st

OR

\_\_\_\_ Weekly schedule: Every Thursday beginning \_\_\_\_\_.

Responsible Party's email address(s) \_\_\_\_\_

EFT Account Information: Please check one of the following:

Check (attach voided check)

or

Visa  Master Card  Discover  American Express

Name EXACTLY as it appears on card: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration date: \_\_\_\_\_

CVV2 value: (3 digit security code on back): \_\_\_\_\_

I authorize PACIFIC CAMP FAMILY RESOURCE, INC. to charge my credit card for childcare services, snacks, late fees, or any other fees associated with my account. I understand a \$3.49 transaction fee will be charged for all credit card charges. Should electronic transfer of funds be denied, I, the account holder, will be charged a processing fee of \$30.00. If the account becomes SEVEN (7) days delinquent, enrollment in the program may be terminated unless arrangements have been made with the billing department. I understand it is my responsibility to check my EFT-linked account for Pacific Camps transactions. I will notify Pacific Camps within 60 days of the transaction date of any transaction that appears to be in error. The transaction will be investigated and corrected if necessary. A 30 day written notice is required to discontinue enrollment in the program or change in schedule. We can accommodate schedule changes on a space availability basis. If no notice is received for a change or withdrawal, one month's program fees will be charged. We will also charge an additional \$25 for each change. Cancellation of a contract will result in an early termination fee of \$700 payable in full upon notice of cancellation.

## Section II

Please fill in all children's names and program rate for each child:

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Program rate

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Program rate

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Program rate

By signing below, I accept the financial responsibility for all charges from Pacific Camp and Family Resource, Inc. for the above named child(ren's).

\_\_\_\_\_  
Name of Responsible Party (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Revised 6/19