



Contract for Services

Effective Date \_\_\_\_\_

The following agreement is made between:

Father/Mother \_\_\_\_\_ SSN \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Father's work name and number \_\_\_\_\_

Mother's work name and number \_\_\_\_\_

And The Preschool Express

For the care of \_\_\_\_\_  
(Child's Name)

We, \_\_\_\_\_ and \_\_\_\_\_  
(Mother/Father)

Have received and read the Parent Handbook and will comply with all provisions contained herein, and shall at this time enter into agreement with The Preschool Express for the care of our child/children:

\_\_\_\_\_

A rate of \_\_\_\_\_ per week will be charged to my account each Monday of each week that my child/children are enrolled at The Preschool Express. I understand that this charge will not be reduced because of my child's/children's absences. I understand that The Preschool Express has the right to increase this fee. A new contract will be signed each time fees change.

I understand that my childcare fee must be paid by Wednesday of each week. I understand that The Preschool Express will be closed for seven (7) holidays each year, and that I will be required to pay normal daily rates during holidays that The Preschool Express is closed. For 2009 -2010, these holidays are:

1. New Years Day
2. Labor Day

3. Thanksgiving Day
4. Christmas Eve
5. Christmas Day
6. Memorial Day
7. Independence Day

I understand that I will be required to pay a late pick-up fee of \$5.00 per minute if I pick up my child/children from The Preschool Express after 6:30pm.

**Damages:** Children are taught to carefully handle materials to help avoid breakage & some breakage is expected due to normal wear and tear. Willful destruction will not be tolerated. In the event that your child willfully breaks or damages The Preschool Express facility, vehicles' belonging to The Preschool Express, or any items on or in the Step By Step property, parent agrees to pay the cost of replacement or repairs for damages. This payment is expected within (7) days of notification.

**Agreement:** Both Parents and The Preschool Express understand that this is a legally binding contract and agree to abide by the guidelines outline herein. Parent also agrees to follow all policies in the parent handbook that has been provided. Parent or provider may terminate this contract at any time by providing written & paid two weeks notice. No other form of notice shall be accepted. If parent wished to terminate this agreement without notice, he/she agrees to pay the 2 week fees at the time of termination. If parent breaches contract he/she will be liable for all collection and court costs involved. In the event that provider wishes to terminate the agreement without notice, provider agrees to refund any prorated fees already paid.

**Immediate Termination:** In the unlikely event that any of the following occur, The Preschool Express reserves the right to give immediate termination without refunding fees: Willful destruction of property; if the child poses a threat to the safety and welfare of other children at The Preschool Express; any physical or verbal abuse perpetrated by the parent upon Step By Step employees or anyone in The Preschool Express' care; unpaid balances; refusal to follow policies.

I, the undersigned, do hereby agree to abide by the policies outlined herein.

Parent \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

Preschool Express Representative \_\_\_\_\_ Date \_\_\_\_\_