

May 1, 2014

**Four Seasons Daycare
5295 Windsor Drive
King George, Virginia 22485
663-3373**

Payment Policy

*Tuition is payable in advance and is due on Friday mornings before the week of care is provided. **Tuition is considered late if paid after the close of business on Monday at which time a \$20 late fee will be charged.** Since we are unable to extend credit, childcare cannot be provided if tuition is not paid when due. Tuition rates are based on annual budget considerations and thus, refunds or credits are not given when the center is closed on holidays or for inclement weather, nor when parents decide to keep their child home for any reason including vacations or illness. A late fee of \$15 for the first 5 minutes and \$2 for each additional minute is charged for picking up your child after 6pm. Payments can be made by Cash, Check, or Credit Card. If payment is made in Cash, a receipt will be given. A \$50 fee, payable in cash, will be charged for any returned check.*

Tuition Fees:

Infants- 6wks-12months	\$190.00/wk
Toddlers- 12months-2yrs	\$190.00/wk
2 year olds	\$170.00/wk
3 year olds	\$160.00/wk
4-5 year old preschool children	\$150.00/wk
School-age full week (Fall/Spring)	\$130.00/wk
Before and After School	\$85.00/wk
Before or After School Only	\$65.00/wk
One Day drop-in (Full-day School-age)	\$30.00/day**
One Day drop-in (Preschool)	\$50.00/day**
One Day drop-in (Toddler,Two)	\$60.00/day**
School-age Summer Camp	\$140.00/wk

***Drop-In availability is at the discretion of the director and is considered on a case by case basis, depending on the current enrollment at the center at the time of the request.*

Miscellaneous Fees

Returned Check Fee	\$50.00/incident
Late Payment Fee	\$20.00/incident
Late Pick-up Fee	\$15-1st 5 minutes per child and thereafter \$2 per minute per child

The rates listed above are effective May 1, 2014. The before and after school rate includes snow days, half days, and full days that the Elementary school is closed. Full week tuition during the school year is only charged if the children are in attendance, and the school is closed for the full week. Before/After Only enrollments must pay extra for half days, snow days, or whenever the Elementary school is closed if they attend the center on those days and times.

*There is a **\$50 non-refundable fee charged per child upon registration.** Every May a **\$30 non-refundable fee** is charged per child for re-registration, at which time updated registration forms must be filled out for every child.*

*Upon enrollment, please bring **a current picture of your child, your child's birth certificate, completed enrollment forms, your child's shot record, a completed current physical form, and any medical authorization forms necessary for your child.** Should you need to reserve a spot for your child more than 1 month in advance, a separate, non-refundable fee will be charged to hold your spot equivalent to one week's tuition.*