

**Sacred Heart Catholic School  
Schedule A  
Daycare Payment Plan Enrollment Form**

All payments are due on either the 10<sup>th</sup> or the 25<sup>th</sup> of the month by automatic deduction, and will be considered past due if returned unpaid. A late fee of \$25.00 may be charged monthly on all past due accounts. In the event that an account is turned over to collection because of non-payment, Sacred Heart Catholic School reserves the right to add any and all collection fees, interest, court costs and/or legal fees to the balance is due.

In the event the student withdraws from daycare, daycare charges will be pro-rated based on the number of days the student attends in the month withdrawn. **A two week written** notice to the Director is required. All balances owed to the school will then be due immediately. If there has been an overpayment, the amount of the overpayment will be refunded to the parent(s)/guardian(s) named below. There are no refunds or reductions for days that are missed.

<b>PARENT/GUARDIAN INFORMATION</b>			
_____	_____		
Father's Name	Mother's Name		
_____	_____		
Fathers Social Security Number	Mothers Social Security Number		
_____	_____		
Address	City	State	Zip
_____	_____	_____	_____
Home Phone	Fathers Work Phone	Mothers Work Phone	
_____	_____	_____	

**STUDENT INFORMATION**

<b>Student Name</b>	<b>Boy/Girl</b>	<b>Grade</b>	<b>Age</b>

**PAYMENT INFORMATION**

**All day care payments must be auto-deducted from a bank account.**

**DUE DATE:**

10<sup>TH</sup>

25<sup>TH</sup>

**All Drop-in billing will be Auto-deducted on the 10<sup>th</sup> of each month.**  
There are no refunds or reductions for days that are missed

**ACCOUNT INFORMATION:**

Auto-deduct from my account:    Monthly                       Semi-Monthly

Daycare Amount \$ \_\_\_\_\_

**Attach a voided check to this schedule.**

**By signing this contract you agree to the terms and conditions stated.**

\_\_\_\_\_  
**Signature of Parent or Legal Guardian**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

For Office Use Only:

## Fees

<b>Registration</b>	
<b>Daycare collection Fee</b>	
<b><u>Auto -Deduct</u></b>	
<b>Monthly Amount</b> <b>Date</b>	
<b>Semi-Monthly Amount</b> <b>Date</b>	