

Parent-Provider Childcare Contract

I. The following is between _____ and
(Parents of child(ren) in care)

First Steps Early Learning Center LLC located at 915 Lincoln Street, Rhinelander, WI for the child(ren) listed below:

Child's Name: _____ Date of Birth: _____
Child's Name: _____ Date of Birth: _____
Child's Name: _____ Date of Birth: _____
Child's Name: _____ Date of Birth: _____

II. Standard Rates and Payment Policies:

- a. A deposit of \$25 is required. This deposit will be applied to the last week's payment or to the termination notice period if proper notice is not given (see IV. Termination Procedure)
- b. The fee will be \$_____ per hour per day per week (circle one)
Days and hours of care provided will be: _____
- c. Payment is to be given: weekly on Tuesdays unless provide and you agree to other arrangements.
Arrangement: _____
- d. The child(ren) will not be allowed to attend if there is a past due amount on bill.
- e. The child care facility will provide:
Breakfast
Lunch
Afternoon Snack
- f. The parent/guardian will provide the following:
Change of clothing
Diapers & wipes
Breast milk/specialty formula
Sleeping bag

III. Holidays, Vacations, Absences and Closings:

- a. We are closed on all major holidays and they are listed in our policy book. There is no charge for closed days.
- b. You will be charged for any day you are scheduled to come. Schedules must be turned in by 5:45pm Wednesday for the following week.
- c. If we close for any reason (weather is the main cause) there is no charge to parents.
- d. If you are late picking up you will be charged \$3.00 per minute for every minute you are late.

IV. Termination Procedure:

This contract begins on the following date _____ and may be terminated by either

parent/guardian or provider by giving a 2 week written notice. The provider may terminate the contract without notice if the parent/guardian is late with payment, fails to comply with the rules, or if we can not care for the child(ren) in a way that meets the child's or family's needs. Changes to the contract, desired by either provider or parent/guardian, must be made in writing and acknowledged by the other parties at least 2 weeks before desired changes takes effect. A new contract may be signed at that time to reflect changes or initials will be added to the changes on this contract.

- V. By signing this contract, all parties agree to all of the above terms and policies, including financial responsibility for child care provided. The provider is responsible for providing all parties a copy of the signed contract.

Parent's Signature

Date

Guardian's Signature

Date

Address of Guardian

Relationship to the child(ren)Date