

11315 Falls Rd. • Potomac, MD 20854  
Phone: 301-983-4372 • Fax: 301-983-5038  
Email: littleacornselc@comcast.net



## Contract for Child Care

This is a contract between Little Acorns Early Learning Center and

\_\_\_\_\_, agreeing to the terms of tuition and care for  
*name of parent(s) or guardian(s)*

\_\_\_\_\_. Child care shall begin on \_\_\_\_/\_\_\_\_/\_\_\_\_.  
*name of child or children* *starting date*

The schedule for care shall be as follows (*check all that apply*):

Schedule:	Monday	Tuesday	Wednesday	Thursday	Friday
Full day					
Half day					
Before school					
After school					

The fee for care shall be \$\_\_\_\_\_ per month at the start of care. **Rates may change annually.** Accounts are billed on the first of each month; tuition is due no later than the 15<sup>th</sup> of the month for which service is given. Special attendance and/or fee arrangements are noted as follows: \_\_\_\_\_

The parent or guardian understands that the following additional fees and conditions apply:

- A \$50 non-refundable registration fee is due upon enrollment. For second or subsequent children, a \$25 registration fee applies. **Your registration amount due is \$\_\_\_\_\_.**
- A refundable deposit of \$\_\_\_\_\_ is due upon enrollment. If you sign the contract and accept a spot and then choose not to begin care as designated on this contract for any reason, you will forfeit the deposit. You must have attended the program as designated on your signed contract for at least one month and give a written one calendar month notice of withdrawal to be eligible for a full refund of your deposit. Your deposit will then be refunded to your last monthly tuition statement. We do not pro-rate final months of care. Without a written one calendar month notice, Little Acorns will keep your deposit.

**If you withdraw before your start date you will forfeit your deposit. \_\_\_\_\_ initial here.**

- No reductions in the fee for care shall be made due to child or parent/guardian illness, legal holidays, vacations, or closing due to weather or other emergency conditions.
- There is a \$100 material fee charged annually per child in January.
- Interest of 4% per month will be charged on accounts more than one-month delinquent.
- Half-day children must be picked up by 1 PM. A late fee of \$10 will be charged for each 15 minutes (or any portion thereof) until 1:30. After 1:30 you will be charged a full day rate.
- Little Acorns closes at 6:30 PM. If you are late picking up your child, you will be charged a late fee of \$20 per 15 minutes (or any portion thereof).
- There will be a \$40 charge for checks returned to Little Acorns for non-payment.

(OVER)

Little Acorns Early Learning Center agrees to provide care as described in the Little Acorns Early Learning Center Family Handbook. The parent(s) or guardian(s) agree(s) to abide by the conditions and directions described in this contract and in the Little Acorns Early Learning Center Family Handbook.

This contract shall remain in force until superceded by a later contract, or until the parent(s) or guardians(s) gives a one calendar months' written notice of intent to terminate this care agreement. Little Acorns can terminate care at anytime without notice.

I HAVE READ THIS CONTRACT AND I UNDERSTAND AND AGREE TO THE CONDITIONS AND POLICIES OF LITTLE ACORNS EARLY LEARNING CENTER.

Print name of parent or guardian:	Social Security Number: in accordance with 1974 Privacy Act
Signature of Parent or Guardian	Date:

Print name of parent or guardian:	Social Security Number: in accordance with 1974 Privacy Act
Signature of Parent or Guardian	Date:

Parent/Guardian Address \_\_\_\_\_

Parent/Guardian Phone Number \_\_\_\_\_ Child's Birth Date \_\_\_\_\_

Print name of Little Acorns representative:	Position:
Signature of Little Acorns representative:	Date:

**Amount due at registration:**

Registration Fee(s) \_\_\_\_\_

Deposit: \_\_\_\_\_

Material Fee: \_\_\_\_\_ for \_\_\_\_\_

Tuition: \_\_\_\_\_ for \_\_\_\_\_  
*whole or partial month*

**TOTAL DUE:** \_\_\_\_\_