

Provider-Parent/Guardian Child Care Agreement

The following agreement is made between:

1. _____
Mother/Legal Guardian Home Phone Work Phone

Home Address

Employer's Name and Town email address

and

2. _____
Father/Legal Guardian Home Phone (if different) Work Phone

Home Address (if different)

Employer's Name and Town email address

and

3. Joyful Kidz Daycare
1008 16th St SW 320-222-2892
Willmar, MN 56201

For the care of:

4. _____
Child's Name/Date of Birth Child's Name/Date of Birth

Child's Name/Date of Birth Child's Name/Date of Birth

Basic Rates and Payment Policies:

The payment fee shall be \$_____ per week day
Care shall be provided normally from _____ a.m. to _____ p.m. on the following days:
 Monday Tuesday Wednesday Thursday Friday

Additional Fees: \$5 a day late fee on unpaid invoices, \$30 Non-Sufficient Funds (NSF) fee plus bank fees on returned checks, collections and/or court fees with outstanding balance on terminated care

Overtime Rates:

1. For the purpose of this agreement, overtime will be considered drop-off before 7:30 a.m. and pick-up after 5:30 p.m. and after 55 hours per week.
2. If the parent/legal guardian makes prior arrangements with the provider, the child may stay overtime at the following rate: \$2.50 per hour or portion thereof per child.
3. If the parent/legal guardian has not informed the provider that he or she will be arriving earlier or later than the agreed upon times, the following rate will be charged: \$5 per hour or portion thereof per child.

Parent Initial _____

Rates Regarding Holidays, Vacations and Other Absences:

1. The following are paid holidays when they fall on a day regularly scheduled for care: New Year's Day, Memorial Day, Good Friday (Easter), July 4th, Labor Day, Thanksgiving and day after, Christmas Eve and Day, New Year's Eve. If the holiday falls on a weekend, Friday or Monday will be observed as the holiday.
2. Charges for a child's absence will be regular rate.
3. Charges related to provider's illness or other emergency that prohibit care will be: provider has 5 paid sick/personal/professional development days that are available to use.
4. Charges related to provider's scheduled vacation are: provider will take 10 NON-paid vacation days per year.
Schedule will be given to parents by December for upcoming year for planning.
5. Charges related to parent(s)/guardian(s) scheduled vacation are: parents are allowed 5 consecutive vacation days per year at 1/2 price. Additional days are regular rate.

Other Charges:

1. There will be an extra charge for the following items if not provided by the legal guardian(s): \$5 per unreturned item of provider's clothing.
2. There will be an extra charge for the following infant/toddler supplies when not provided by the legal guardian(s): \$1 per diaper/pull-up.
3. A holding fee (deposit) of \$_____ is required to be paid by _____ which will be applied to the last 2 weeks of care or forfeited if the child does not come for care as agreed.

Termination Procedure:

This contract may be terminated by either parent/guardian or provider by giving 2 weeks written notice with signature in advance of the ending date. Payment by parent/guardian is due for the notice period whether or not the child is brought to the provider for care. The provider may terminate the contract without giving any notice if the parent/guardian does not make payments when due or breaches contract. Failure by the provider to enforce one or more terms of this contract does not waive the right of the provider to enforce any other terms of the contract.

Parent Handbook:

Signing this agreement acknowledges that parent(s)/guardian(s) have received and read a copy of the parent handbook and agree to the terms.

Signatures:

By signing this contract, the parent(s)/guardian(s) agree to abide by the written policies of the provider. The provider may amend the policies by giving the parent(s)/guardian(s) a copy of the new or changed policies at least 2 weeks before they go into effect.

Provider's signature _____ Date _____

Mother/Legal Guardian's signature _____ Date _____

Father/Legal Guardian's signature _____ Date _____

Co-signer signature* _____ Date _____

*If the parent or legal guardian is under 18, a co-signer must sign this agreement and act as a guarantor to the contract and agree to be bound by all financial terms.