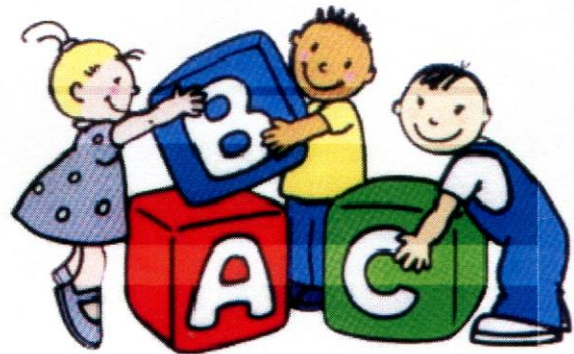
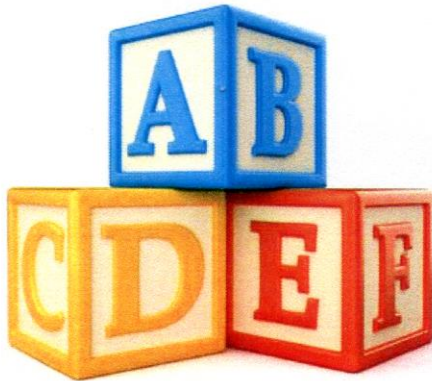


BRIGHT MINDS DAYCARE

CONTRACT



Bright Minds Daycare
Contract and Financial Agreement
Jan.1st 2019-December 31st, 2019

Bright minds daycare policies and procedures explain all the policies at the child care home. Agreement is reviewed annually at which time a new updated handbook will be given to parents. If changes are made to the Handbook throughout the year, parents will be notified in writing the minimum of two weeks in advanced.

Contract Date: ___/___/___

Referred by: _____

This contract is between _____ (herein called Parent(s)) Bright Minds Daycare LLC

Childcare services will be provided by the Provider for the following children:

Child's Full Legal Name: _____

Child's Full Legal Name: _____

Contracted Days/Times: 1-3 days is considered part time which the hours can range from 7am-12pm or 1pm-6pm, 4-5 days is considered full-time.

(circle days needed): **Monday Tuesday Wednesday Thursday Friday**
From _____ am/pm to _____ am/pm beginning on (Start Date): ___/___/___

Drop-in days needed: _____

Note any exceptions to the above:

Security Deposit: Parents will pay a Security Deposit equal to one-week's child care fee prior to child's start date, due the day the agreement is signed. The security deposit will be credited toward the final week of care provided parents are following bright minds daycare handbook of policies and procedures and this contract. The security deposit is non-refundable should parents decide not to bring their child after this agreement is made.

Security Deposit Paid: ___/___/___

Amount: _____

Fees (due regardless of attendance): weekly childcare fee: _____ Drop-in fee: _____

Fees to be paid: ___ weekly* ___ Bi-weekly ___ Monthly**

*Due the morning of your first contracted day of care each week regardless of attendance or child care closing.

**To be paid no later than the 1st of the Month or 1st Monday of every week

Method of Payment: __ cash __ Personal check __ Zelle Transfer

Additional Fees: are expected to pay any of the following additional fees within 24 hours.

Late Payment: Parents will pay \$15 per child per calendar day that payments are received late beginning the following morning after the fee due date.

Bounced checks: Parents will be billed a \$35 penalty fee plus any other fees provider incurs as a result.
Unauthorized Early Drop-off/Late Pick-up: Parents will pay a late/early fee equal to a \$1 per minute in the event of any early drop-off or late pick-up that is unauthorized outside of the contracted days/times.
Authorized/Overtime Early Drop-off/Late pick-up: Parents will pay 15-minute increments equal to \$10 per child for approved overtime requests. 1-15 minutes early/late= \$5 per child; 16-30 minutes early/late= \$20 per child, etc.

Trial Period: There will be a two-week (14 calendar days) Trial Period beginning on the child's first actual day of care. During this time either the parent or the provider may terminate this agreement without further obligated. No pre-paid childcare fees, including the security deposit, will be refunded if this agreement is terminated during the Trail Period.

DROP-IN ONLY ENROLLMENTS: Parents acknowledge that Drop-in only cares days are made on an as needed and space available basis. Parents agree to pay for drop-in care at the time of approved request. Parents agree that if they withdraw their request for care within 48-hours of the requested time, Provider will not refund payment. Parents acknowledge that if they do not use child care services for a period of 3 months or longer provider has the right to cancel this agreement.

Child care closing:

Paid Holidays: New years Eve, New years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day & the day after and Christmas eve and Christmas day.

Paid Personal/Sick day: Six (6) days per year taken as needed. Provider will give parents a minimum of two-week's notice of paid persona days except in the case of illness or emergency.

Unpaid Vacation Days: Fifteen (15) days per year, no payment required. Provider will give parents a minimum of two-week's notice of unpaid vacation days.

Termination: Parents and providers agree to give three-week's written notice of intent to terminate this agreement, commencing on the first Monday after written noticed is received. Three-week's child care fees are due in one lump sum immediately upon the written termination notice. If notice is not given, the child is not in attendance, and/or the child care is closed, the final three week's fee are still due with no credit for unpaid closings. If parents are following the handbook of policies and procedures, procedures will issue a credit using the paid security deposit.

Provider reserves the right to issue an immediate termination of the contract for any of the following: lack of compliance with handbook policies, non-payment, late payments, bounced checks, lack of parental cooperation, disrespect, failure to complete and return required forms, physical or verbal abuse of any person or property on the child care premises, serious illness of provider or provider's family member, continual disciplinary problems. False information given by parent.

Acknowledgements:

**Parent agrees to provide all supplies requested provider. Parent understands if required items are not supplied, the provider will purchase them, and parent will reimburse provider for full cost plus the provider's time in acquiring those supplies.

**Provider will supply breakfast, lunch, pm snack and TLC etc.

**Parent agrees to comply with, respect, and take seriously all policies in the bright minds daycare handbook of policies and procedures and financial contract.

**Parent agrees to pay all fees associated with any collection of unpaid debt.

**Parents acknowledges that lack of enforcement of a policy by provider does not mean that policy is no longer in effect.

**Provider will give parent a minimum two-week's notice of any fee or policy change.

By signing this agreement, I agree to comply with all the terms covered in this contract & financial agreement. I understand this a legally binding contract between all parties signed below.

Parent/Guardian Signature/Date: _____

Parent/Guardian Signature/Date: _____

Provider Signature Date: _____