



Grandma's Love Daycare

This childcare Agreement is between:

Grandma's Love Daycare ("Provider")
308 Carlstone Drive
Highland Springs, VA 23075

And

Mothers Name:

Address:

Mobile:

Work:

Home:

Fathers Name:

Address:

Mobile:

Work:

Home:

For the care of the following child/children:

Name	Sex	Age	Birth Date
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EMERGENCY CONTACT INFORMATION

In the event parent cannot be contacted, please list one person who can be notified in case of an emergency.

Name: _____ **Phone:** _____

Relationship to child: _____

Please list all people who have permission to pick up child from care:

1. _____

2. _____

3. _____

Terms of Agreement are as follows:

Days of care:

Hours of Care:

Start time:

Pick up:

Fees

There will be a fee of \$ _____ per week, payable each Monday morning in advance when you drop your child off for care. If your child will not be in care on Monday morning, you will need to drop payment prior to Monday Morning. ***Please do not put the Provider in a position to ask for the check – please remember to bring it.***

Make checks payable to: Linda D. Faulk

It is important that arrival and departure times are punctual. If you need care beyond the hours listed above you will need to prearrange this with the Provider. Early starts or late pick-ups (any time before/after your regular scheduled pick up time) will be charged a fee of **\$5.00** for every 15 minutes you are early or late. This fee is expected to be paid promptly on the day you are early or late.

There will be an added fee of **\$25.00** for any checks returned for non-sufficient funds (NSF). Should NSF result in any charges to the Provider's bank account, you will be expected to cover all costs on top of the \$25.00 fee. Once the fee is paid, you will receive grace for the first check returned. A second NSF check will result in all fees paid strictly in cash.

Time Off

Child Absences: If your child is absent during the days of care scheduled above the weekly fee remains the same.

Holidays: The following days are considered standard days off and paid holidays for the Daycare providing they fall on a regular day of care:

- New Year's Day
- Fourth of July
- Labor Day
- Thanksgiving (and Friday following)
- Christmas Eve Day
- Christmas Day

Vacation: I take a week or two off every year. You will be given a minimum of two weeks notices. There is no charge while I am on vacation.

Should you take vacation, I expect a two week notice, any your fee is ½ of your regular fee to hold the child/children's spot. Should you take more than one week of vacation in any year beginning on the date your contract is signed, subsequent weeks are charged at the full rate.

Termination

In the event of termination of care, by either party, there is a required two week notices.

During the two week notice time frame, you will be expected to pay each week in full regardless of whether your child attends daycare or not.

There is a two week trial period, during which either party may terminate this Agreement at any time. AT the end of the two week trial period, the contract will be in full effect. This Agreement will be up for renewal in 12 months.

Acknowledge and Agreed

The undersigned acknowledge and agree to the terms of this Agreement:

Parent Signature _____ **Date** _____

Parent Signature _____ **Date** _____

Provider Signature _____ **Date** _____