

Harvest Time Christian School

Financial Policies

PLEASE READ THE FOLLOWING CAREFULLY AND SIGN BELOW:

All school accounts, including any Before School Care, After School Care, and School Holiday Care (collectively known as daycare fees) are to be paid monthly in **advance** of services provided.

Payment is expected by the last school day of the current month, however, a grace period is extended until 6 p.m. on the first school day of the next month.

On the **morning** of the fifth day of the month, a \$25.00 Late Fee will be added to accounts with a balance due.

No accounts, including associated daycare fees, will be allowed to be **more** than 1 month in arrears. If payment of balance due and accumulated late fees are not paid by the last day of the month following the delinquency, your child may not return for school until the delinquent amount is paid.

A \$30.00 fee will be charged for all returned checks. This fee and the amount of the returned check must be paid in cash immediately upon the parent's notification by the school.

Upon withdrawal of your child from our school, any unused portion of that **month's** tuition will not be refunded. Any paid tuition beyond the immediate month will be refunded.

I UNDERSTAND THE FOREGOING RULES AND AGREE TO ABIDE BY THEM:

(Date)

(Signature of Parent/Guardian)

(Date)

(Signature of Parent/Guardian)

This form must be signed by both parents/guardians (as applicable) and returned to the office with your other pertinent registration materials.