

**Kids In Motion
Fee Payment Policies**

I understand and agree to the attached registration and tuition fee schedule and also to the following policies stated below:

1. There are NO REFUNDS of fees once space is reserved for your child(ren). Space is reserved upon receipt of payment for the specified enrollment period.
2. Registration fees are non-refundable. Withdrawal without required notice to program will result in the pursuit of the fees as stated below under #8, "Withdrawal." Additionally, a **new enrollment fee** will be required upon re-enrollment.
3. All fees are to be paid either one month in advance or at least two weeks in advance. Fees are due on Fridays according to the posted Fee Payment Schedule. In order to use the hourly rate, a \$150 deposit must be paid in advance and the hourly rate will be deducted as it is used. A notification will be given when the balance is low.
4. There will be a \$15.00 charge for all late payments and returned checks.
5. Fee payments delinquent more than one week can and may result in dismissal from the program.
6. Payment obligation is based upon the days you have agreed to with the Kids in Motion Program, not on the hours of attendance. Please note: Payment is due whether or not your child actually attends the Program during the days you have agreed upon. There are no refunds.
7. **Vacation:** Please give at least one month notice for your child's vacation arrangement with Kids in Motion School Age Program. **Notify the Director in writing of this change.** For any notice under one full month, Parent/Guardian will be **subject to fee payment for the vacation period.**
8. **Withdrawal:** One month notice is required for all withdrawals, due to our bookkeeping procedures. For any notice under one full month, Parent/Guardian will be **subject to fee payment for the upcoming month.**

Please be aware that you will be held liable for the above agreement.

I understand and agree to the Registration and Tuition Fee Schedule and also to the Fee Payment Policies listed above.

Signature of Parent/Guardian _____ Date _____

Authorized Staff/Director _____ Date _____