

Happy Home Contract

The following agreement is made between:

Mother/Legal Guardian

Home Phone

Address: _____

Work Phone

AND

Father/Legal Guardian

Home Phone

Address: _____

Work Phone

AND

Child Care Provider

Phone

Address

For the Care of:

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.

Care shall be provided normally from _____ a.m. to _____ p.m. on the following days:

Days: M T W T H F (circle all those that apply)

Payment is due on the Monday of the week of service, unless other arrangements have been made by parent and the provider.

Overtime Rates:

1. Unless arrangements for late pick up are made in advance, an overtime charge of \$_____ for every ten minutes will be assessed, payable on the day of the occurrence.
2. Consistently arriving late may result in termination of care.

Rates Regarding Holidays, Vacations and Other Absences:

1. *Happy Homes* will be closed the following holidays, which are **PAID** holidays: New Years Day, Memorial Day, Good Friday, 4th of July, Labor Day, Thanksgiving and the day after, and Christmas Day. If any of these holidays fall on a weekend, the provider will give written notice if the holiday will be observed either the Friday before or the Monday following.
2. The provider is entitled to 3 paid personal days each calendar year, to be used at her discretion to cover provider illness, family crisis or various other instances when the provider may need to close the facility for a day. It is the Parent's, Grandparent's or Legal Guardian's responsibility to have a "back up" plan if the facility is closed.

3. The provider is entitled to 2 days of paid professional days per calendar year, in order to attend professional functions or out-of-town conferences. The provider will give a four-week notice of any such event.
4. The facility will be closed 1 week per year for the provider's paid vacation. The provider will give 3 months written notice.
5. When your child is absent for any reason (vacation, illness, etc.) the regular weekly fee is due.

Other Charges:

1. A deposit of \$ ____ is due when the contract is signed and turned in order to hold the opening. The deposit fee is non-refundable.
2. There is a \$30 fee on a check that is returned for any reason, and the provider will expect cash thereafter.
3. Payment is due on the Monday of the week of service. A late payment fee of \$5 per day will be imposed and due immediately for payments made after Monday.

Termination Procedure:

Each child is enrolled with the understanding that the first two weeks are on a trial basis, and the Parent, or Legal Guardian or the Provider can discontinue care without notice. After the trial period, this contract can be terminated by either party by giving a two-week written notice in advance of the ending date. Payment by the Parent, Grandparent, or Legal 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 or Legal Guardian does not make payment when due. Failure by the Provider to enforce one or more terms of the contract does not waive the right of the Provider to enforce any other terms of the contract.

Signatures:

By signing this contract, Parent(s) or Legal Guardian(s) also agree to comply and abide by the written policies.

Parent/Legal Guardian Signature

Date

Parent/Legal Guardian Signature

Date

Provider's Signature

Date

Co-signer's Signature

Date

If the parent or legal guardian is under age 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.

