

TO: JERICHO KIDS' CLUB

Jericho Kids' Club Termination Policy (from Parent Agreement)

(7) That to decrease or terminate the number of hours my child(ren) will require care, I will give one month written notice on or before the last calendar day of the month prior to my child(ren)s final month of enrollment (e.g. if you would like to decrease or terminate child care hours effective May 1st. notice of this change or termination must be received on or before March 31st). If the change is to be effective mid-month (i.e. May 15th.) notice is still required on or before the last calendar day of the month prior to my child(ren)s final full month of enrollment (as in above example...March 31st). If the required notice is not given then I will pay one month fee in lieu of notice.

DATE: _____

RE: (child's name) _____

Please: cancel registration

change registration to: _____

new fee: \$ _____ per month.

EFFECTIVE DATE: _____

Signature of Parent/Guardian Signature for Jericho Kids' Club Date received: _____

Your feedback is important to us. For statistical purposes we would appreciate your comments regarding this request for a change in registration. Thank you for filling in the survey below.

Reason for this request:

My child has aged out of the program

My work hours have changed

We are moving schools/out of the area

Other _____

Additional comments _____
