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Participant Name: \_\_\_\_\_  
 Person Responsible for Payment: \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Payment Plan Choice (circle one): Weekly    Semi-Monthly(1<sup>st</sup>/15<sup>th</sup> or 5<sup>th</sup>/20<sup>th</sup>)    Monthly(1<sup>st</sup>,5<sup>th</sup>,15<sup>th</sup>, or 20<sup>th</sup>)

**Payment Policy and Draft Agreement**

- Weekly drafts payments will be processed on the Friday before each scheduled week that you have chosen.
- Semi-Monthly and Monthly drafts will be processed on the dates chosen and will cover all weeks where Monday's date falls in that date range.
- You are responsible for the entire amount for which you are enrolled, **even if your child does not attend.**
- A **\$1 per minute** charge will be added when you are late picking up your child and will be drafted accordingly after the fee is posted.
- All fees from previous YMCA programs must be current in order to enroll.
- To terminate enrollment, you must complete a Change Request Form or submit in writing at the YMCA Facility no later than five (5) business days prior to the week of withdrawal to stop the draft (Afterschool ONLY).

**ALL PROGRAMS**

• Initial \_\_\_\_\_ Bank or credit card draft is a **CONTINUOUS**, perpetual draft that ends when the enrolled child care program concludes. I understand there are NO refunds given. **It is my responsibility to check my monthly statements and report any corrections within 30 days to the YMCA.** I also understand that I will not receive a statement or billing for my child care from the YMCA and **depending on the draft option I choose; my childcare draft may start before my child starts the program.**

• Initial \_\_\_\_\_ It is my complete understanding that if I wish to cancel my child care and withdraw from the program, **I MUST complete the CHANGE REQUEST FORM or submit in writing at least 5 business DAYS** before my draft date (Afterschool ONLY). If I wish to change my child care in any way (including changes in my draft information), I **MUST complete the CHANGE REQUEST FORM and it may take up to 10 DAYS** for the change to take effect (forms available at the Member Services Desk).

• Initial \_\_\_\_\_ Should my child care draft not be honored for **ANY REASON**, I realize that I am still responsible for that payment plus a **\$30 service charge** applied by the YMCA. This is in addition to any service fee I may be charged by my financial institution. If the draft does not go through for a billing cycle, my child care may be subject to termination. Once my past due balance is paid, my child care and draft will be reactivated.

**CAMP ONLY**

• Initial \_\_\_\_\_ I understand that my child is registered for \_\_\_\_\_ weeks of camp. I understand that I am responsible for payments for all sessions for which my child is registered, regardless if they attend or not.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

- Payment Option  
 \_\_\_ Weekly  
 \_\_\_ Semi-Monthly            1<sup>st</sup>&15<sup>th</sup> or 5<sup>th</sup>&20<sup>th</sup>  
 \_\_\_ Monthly                    1<sup>st</sup> 5<sup>th</sup> 15<sup>th</sup> 20<sup>th</sup>

1<sup>st</sup> Draft Date \_\_\_\_/\_\_\_\_/\_\_\_\_

- Checking    Savings    Visa    MasterCard

Last 4 digits on account \_\_\_\_\_

Staff Signature \_\_\_\_\_

Program Enrolled \_\_\_\_\_

Fees:

Current Fees Due            \$ \_\_\_\_\_

Registration Fee              \$ \_\_\_\_\_

Total Due                      \$ \_\_\_\_\_

Notes

\_\_\_\_\_  
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