

Letter of Termination

Date: _____

Dear Parents/Guardians of _____,

This letter is to inform you that effective _____, childcare provided
(date)

by _____ will be terminated.
(Child Care Provider)

Last day of care will be: _____
(date)

Childcare has been terminated for the following reason(s):

Violation of contract and/or parent handbook

Nonpayment

Provider/Parent differences

Child's Behavior

Other: _____

**Please adhere to termination policies with regards to payment and settling of
your account.**

Provider Signature _____