



PARENT HANDBOOK & REGISTRATION PACKET

7:00AM-6:00PM

6401 Ogontz Ave Philadelphia, PA 19126

(215) 276-2990

Connecting lives to build a community of faith that inspires hope, spreads love, and transforms the world by igniting a passion for Christ

Dear Parents and Guardians,

Welcome to the Mt. Airy Christian Day School Summer Day Camp. We have oodles of fun planned for all ages this summer, which include: arts and crafts, Bible lessons and stories, indoor social and emotional activities, sports, and fun and exciting field trips. These are some of the memories we hope to provide for campers in a fun, safe, and exciting environment. Read this packet carefully and review the camp rules with your child(ren). The booklet provides you with important information about some of the activities the children will be involved in throughout the summer. Camp fees pay for counselors, transportation, field trips, snacks, craft supplies, and much more! Our camps are offered Monday through Friday from 7:00am to 6:00pm. This allows you to customize your child's camp time to your family's schedule. We hope that you find this format more convenient for your busy family this summer. Thank you for participating in our MACDS Summer Day Camp program. We are looking forward to meeting new campers and visiting with returning ones. MACDS is sure to make this summer another memorable one for all the campers! If you have any questions, please contact us at (215) 276-2990.

Our Philosophy

We believe...

- That children are precious and must receive care from adults who are capable and caring--whose Christian values enable them to be excellent role models.
- That children should experience numerous positive learning milestones, leading to an increased sense of competence and independence.
- That children's play is extremely vital to healthy physical development, acceptable social skills, and cognitive growth.
- That teachers, drawing upon their training and experience, must create an appropriate educational environment which carefully guides children from one developmental level to another.
- That parents contribute to, and enhance the quality of care offered at Mt. Airy Christian Day School.

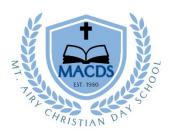
We see serving children and their families as a crucial ministry, as Jesus said, "Anyone who welcomes this little child in my name welcomes Me. And anyone who welcomes Me welcomes The One who sent Me. The least important person among you is the most important."

Luke 9:48

Sincerely,

MACDS Administration





PARENT HANDBOOK

Welcome to MACDS Summer Day Camp

DROP OFF PROCEDURES

<u>Before and Aftercare:</u> Morning care will be held in Rm 203 until 8:30AM, in which the campers will be divided into their assigned groups. The groups will alternate between the Gym and the classroom. <u>Parents will be expected to sign their child in when dropping them off</u>. Evening Extended Camp will be held in Rm 205 and 206. <u>Parents will be expected to sign their child out when picking them up and handing the counselor their sign out slip</u>.

<u>Arrival:</u> Participants should enter through the main entrance and proceed to room 203 at 7:00am. Campers who arrive before 7:00am will not be permitted in the classroom until counselors have arrived by 7:00am. <u>If you do arrive early,</u> please wait in the downstairs lobby until counselors have arrived and are in the room by 7:00am.

PICK UP PROCEDURES

Sign Out: Campers must be signed out by a parent or authorized pick up at the conclusion of their camp day.

<u>Authorized Pick-Ups:</u> The registration form will ask for names of people who are authorized to pick your child up from camp.

IMPORTANT: Campers will only be released to the people listed on the Authorized Pick-up List, unless you contact the camp director to make other arrangements. <u>All individuals authorized to pick-up your child will be required to show a picture ID. Please do not list anyone under the age of 18.</u>

<u>Late Fees</u> Pick-up times are strictly enforced. To avoid a late fee you must pick up your child by 6:00pm. Late fees begin at 6:01pm. If you are unable to pick your child up on time, it is your responsibility to make other arrangements with the persons listed on your authorized pickups. Because we realize that work or traffic conditions are sometimes beyond your control, we will allow for two late pick-up, up to 10 minutes. If you are more than 10 minutes late or you have already used your two free late pick up, late fees will be charged per day as follows:

Late Fees: Late fees must be paid at pick up.

\$1.00 per minute

REGISTRATION

Registration will be taken in our school office on the 2nd floor during office hours. Registration and payment are due Friday by 5:45 p.m. for the following week of camp. Registration and payments made after this time will be subject to Supervisor approval.

<u>Attendance</u> You are encouraged to call the office if your child will be absent. As a courtesy, please be sure to contact us if your child will be absent on a field trip day. The office does not open until 8:30 a.m. but you may leave a message prior to opening. Staff will not be making regular phone calls home due to absences.

<u>Communication</u> There will be a weekly newsletter sent out. The newsletter will contain information about what activities will be going on in camp each week along with any important camp information.

<u>Lunch</u> Am/Pm snack and Lunch will be provided. However there will be certain trips where your child will be asked to bring a bag lunch. Please label your childs lunch bag with their full name.



<u>Medication</u> If your child needs to take medication during camp hours, it will be stored in the school. Please request a "Permission to Dispense Medication". Medication must be submitted in its original bottle. Parents are expected to provide a doctor's note for prescribed medications. Participants are not permitted to store any type of medication in their lunchbox, bag or pockets. This includes cough drops, inhalers, epi pens, over the counter medications and prescription medications.

<u>Health</u> For the health and safety of all participants and staff, the following health regulation is required. Please notify us if your child has a communicable illness so that we may inform other parents (send out a note) to watch for symptoms. Recreation Complex staff has the authority to refuse any child that may show signs of any contagious illness. In such cases, the judgment of the staff is final and refusal to come pick up the child will result in dismissal from the program. If your child had a fever, they must be fever free for 24 hours without the aid of medication in order to return to the program. Staff also has the authority to request that you provide a note from your child's doctor stating that the child is able to safely return to the program

<u>Custody Situations</u> MACDS staff cannot become involved with marital or custody issues of the families that we serve. Both parents will be allowed to pick up their child at any time unless you provide legal documentation such as court orders explaining your custody arrangement. Please bring your most current documents to the office and we will copy the sections pertaining to custody. Documents from past school years need to be re-submitted.

<u>Inebriated Persons Policy</u> an MACDS employee will approach any person who attempts to pick-up a child while they are in an inebriated state. If the inebriated person is a custodial parent the employee will contact the other custodial parent to pick-up the child. If the inebriated person is not a custodial parent the inebriated person will be denied the release of the child. The employee will be required to contact the local police department and Child Protective Services. GCC employees cannot hold a child against the parent/guardian's will.

<u>Photo Release</u> MACDS reserves the right to take photographs of children who are enrolled in child care programs for promotional purposes (which includes our web site), unless you indicate otherwise.

<u>Parent Communication with Children</u> Parent/adults are not allowed to speak to children other than their own regarding that child's behavior. If there is a problem between your child and another, please bring it to the attention of staff or have your child do so. Only **MACDS** staff is permitted to discipline or question a child in their care. If a parent must reach their child at camp due to an emergency, please call the office at **215-276-2990**. Administration will locate your child and bring them to the phone. Please remember the staff's responsibility is supervising the children, so we ask that phone calls are kept to a minimum and only made in emergency situations.

<u>Parent/Guardian Code of Conduct</u> Parents/Guardian are expected to exhibit appropriate behavior at all times while participating in any program, event or activity with **MACDS**. It is recommended that parents discuss with their children that activities are planned for groups and while their child may wish not to participate in a specific activity, he/she is still expected to make an effort to be a part of the program. The following guidelines are designed to provide safe and enjoyable activities for all participants. Additional rules may be developed for particular programs and athletic programs as deemed necessary by staff.

Parents/Guardian shall:

Show respect to all participants and staff, and take directions from staff. Refrain from using abusive or foul language. Refrain from causing bodily harm to self, other participants or staff. Show respect to equipment, supplies and facilities. Take direction from program staff and supervisors.

MACDS, its instructors, supervisors and administrative staff, reserves the right to suspend, expel or deny participation in or viewing of any program, event or facility to any person whose behavior materially interferes, or disrupts the quality of those offerings, the enjoyment of them by other participants, or the ability of staff to conduct or manage the activities or facility.

<u>Disciplinary Action</u> MACDS will follow a progressive form of discipline as outlined below, if deemed appropriate. However, the Park District is not required to do so and may, in its sole discretion, forego lesser forms of discipline at any time and proceed immediately with the parent/ guardian removal.

<u>Written or Verbal Warning:</u> Staff will discuss with the parent/guardian the undesirable conduct and why the action is not appropriate. If the action continues, a meeting will be held with the parent to try and resolve the situation prior to suspension.

<u>Suspension:</u> Staff may temporarily ban a parent/guardian from a number of activities, games, practices, facility or programs. (The length of the suspension will be determined by the severity of the action).

<u>Dismissal:</u> If inappropriate behavior persists or the behavior completely disrupts a program, removal from the program, facility or activity may be necessary. Once again, MACDS reserves the right to dismiss a parent, volunteer or spectator whose behavior endangers his/her own safety or the safety of others. Refunds will not be given.

CAMPER RESPONSIBILITIES

Code of Conduct Campers are expected to exhibit appropriate behavior at all times. Participants shall:

- 1. Show respect to participants/staff, and take directions from staff.
- 2. Refrain from using abusive or foul language.
- 3. Refrain from causing bodily harm to self, participants or staff.
- 4. Show respect to equipment, supplies, and facilities.

Participants who do not conform to these rules risk extended time outs, removal from class into the office, suspension or dismissal from the program.

<u>Discipline</u> The purpose of discipline is to help a child develop self-control and learn to assume responsibility for his/her own actions. It is also necessary for the safety of all participants and staff. We use corrective statements to redirect negative behavior. Recurring or major problems will be documented through an incident report and discussed with the parent/guardian. Students may be suspended or dismissed from the Summer Camp for the following reasons; 3 incident reports in a summer, aggressive behavior, possession of weapons and/or illegal substances, reoccurring behavior and any other inappropriate behaviors deemed unacceptable by the MACDS staff.

ADDITIONAL INFORMATION

<u>Items from Home</u> Participants should leave all toys, electronic games, cell phones, MP3 players and other items at home unless camp staff requests the item. Unauthorized items will be stored in the school office and must be signed out by a parent. MACDS is not responsible for any lost or stolen items.

Appropriate Attire Make sure your child wears gym shoes and comfortable clothes to camp each day. Clothing with alcohol, cigarette advertisements and/or explicit or profane messages will not be allowed at camp. Parents will be contacted and expected to pick up their child or bring a change of clothing. Additionally, parents may be contacted, if their child is wearing revealing or suggestive clothing. Campers are not allowed to wear open toes shoes, or flip flops. Please leave extra pairs of socks in your childs clothes bin located in their cubby. Each camper should have a clear shoebox bin labeled with their name. In the shoebox should be weather appropriate clothing. Two tops, two bottoms, underwear and socks. Maybe an extra pair of sneakers, if your childs has an accident while standing up.

<u>Water play</u> On days when the campers go out for water play, they are asked to wear a one piece age appropriate bathing suit (girls). Swimming shorts and a tank (boys). Water shoes, towels and change of clothing. **Please do not send your child with a two piece bathing suit**. <u>Label all your childs belongings!!!</u> Your childs wet clothing will go in in a bag and placed in their cubby. Parents please remember to check your childs cubby daily.

Extra Materials Parents are encouraged to apply sunscreen and bug repellent to campers before arriving at camp. Counselors are not allowed to apply sunscreen or bug repellents on campers. Campers are also encouraged to bring bottled water to camp every day. They will be allowed to bring the water on field trips, on walking trips and to activities. Water bottles must be filled with regular water only. No flavored waters, juices, etc. will be permitted. Please be sure to label your child's water bottle.

<u>Field Trips</u> A variety of trips will be planned over the course of the summer, and may include water parks, museums, amusement parks or museums. Trips will be scheduled between 8:00-3:00 p.m. All groups will be attending the field trip together with their counselors. <u>Campers will be expected to wear a provided camp shirt on field trip days.</u> Parents may elect to not send their child on a scheduled field trip; however no refunds will be granted for missed trips.



<u>Snack</u> MACDS will provide morning and afternoon snack on a daily basis. Campers will be allowed to bring in an extra snack for those who stay later then 3pm. Food sharing is not permitted.

<u>Refunds</u> We offer full refunds, <u>minus your \$150 activity fee and registration fee, If written cancellation is received <u>three</u> <u>weeks before the program begins.</u> This policy exists because we must purchase supplies, shirts, book trips and materials for your child in the weeks leading up to camp. This policy is strictly enforced.</u>

<u>MACDS STAFF</u> If you have any questions or comments about Summer Camp, please feel free to contact the following staff members.

Ms. Sherlyne- Director

Mrs. Willams- School Administration

Mrs. Taria Connor

To ensure that you have all of the information you need, please make sure that you read everything in your Registration Packet. If you didn't save your Registration Packet, they are available in the office.

EMERGENCY CONTACT/PARENTAL CONSENT FORM

55 PA Code Chapters 3270.124 (a)(b); 3270.181 & 182; 3280.124 (a)(b); 3280.181 & 182; 3290.124 (a)(b); 3290.181 & 182

Does your child have an IEP _____Yes____No

Child's Name	Birthdate
Home Address	Email Address
Mother's Name/Legal Guardian	Home Phone
Home Address	Cell Phone
Business Name & Address	Business Phone
Father's Name/Legal Guardian	Home Phone
Home Address	Cell Phone
Business Name & Address	Business Phone
Emergency Contact Person (s) - Name	Phone Number when child is in care
1).	
2).	
Person(s) to Whom Child may be released - Name/Address	Phone Number when child is in care
1).	
2).	
Name of Child's Physician/Medical Care Provider	Phone Number
Address	
Special Disabilities (if any)	Allergies (including medicine reaction)
Medical or Dietary Information Necessary in an Emergency Situation	Medication/Special Conditions
Additional Information on Special Needs of Child	
Health Insurance Coverage for Child or Medical Assistance Benefits	Policy Number (Required)
PARENT'S SIGNATURE REQUIRED FOR EACH ITEM BELOW TO INDICATE	PARENTAL CONSENT
Obtaining Emergency Medical Care	Administration of Minor First Aid Procedures
Walks and Trips	Swimming
Transportation by the Facility	Wading
Photographs are permitted to be taken of my child & used on behalf of YMCA	I received a Family Handbook – Initial Here
Signature of Parent/Guardian	Date
Signature of Parent/Guardian (<i>Periodic Review - 6 months</i>)	Date

2019 MACDS Registration Form



Child's First Name:	DOB
Child's Last Name:	
Address:	
City: Zip:	
Home Phone #:	
Does anyone have a custody order?	
Date the order was issued;	
*In order for us to comply with the order we must have a	copy of the order to place in your childs file.
Is this childs a foster child? Y N	
Please provide a copy of the placement order	
If yes:	
What is the name of the agency that had the direct care of	of the child?
Agency Social worker	
DHS Social Worker:	
Phone #	



AUTHORIZED PICK-UPS

Besides the emergency contacts, the following people are authorized to pick up my child from camp:

MOTHER:		
FATHER:		
1.NAME:	Phone #	
Relationship to camper:		
2.NAME:	Phone #	
Relationship to camper:		
3.NAME:	Phone #	
Relationship to camper:		
4. NAME:	Phone #	
Relationship to camper:		
5. NAME:	Phone #	
Relationship to camper:		

In signing this form, I DO hereby give permission for my child to leave the Mt. Airy Christian Day School with or without a parent/ guardian on all Summer Camp field trips. All campers will be under direct care of camp staff during field trips. I also agree to follow the MACDS standards and guidelines. By signing below, I give the MACDS Summer Day Camp permission to use photographs or videos of the above named participant in its promotional/educational materials.

I DO hereby consent and authorize the MACDS Summer Day Camp staff to take any and all action, including use of medical services and hospital facilities as they deem appropriate in the event that my child should become ill or otherwise injured under the care of the Summer Camp program. If medical attention is required, I give my permission for such medical care.

Camper Name	
Parent Name (Please Print)	
Parent Signature	Date



Bishop Ernest C. Morris, Sr., Founder & Senior Pastor Dr. J. Louis Felton, Servant Leader & Pastor Ms. Sherlyne Paul, Director

FIELD TRIP PARENT CHAPERONE/ ESCORT POLICY

We are grateful for the parents, grandparents, guardians and escorts who volunteer to be chaperones on field trips. Without your help we would be unable to take our students on these outings which add to their educational experience. We also realize that being a chaperone can be frustrating if you are unaware of what is expected of you. It is in that light that these guidelines have been written. We hope this information will make your chaperoning experience a pleasant one.

- 1. Children will always meet in **rm 203** prior to leaving on a field trip, only under extenuating circumstances should a child meet the class at the destination. All parents and chaperones are asked to wait downstairs in the lobby, while the teachers prepare the children for departure.
- 2. Once the children are counted into our attendance, we will meet the parents downstairs in the lobby. Parents and chaperones MUST be seated with their child on the bus. Children cannot be seated with other chaperones that they are not assigned to.
- 3. In order to ensure the field trips are safe and enjoyable, all chaperones are to adhere to the following rules and responsibilities:
 - 1. The teacher is in charge and is responsible for the safety and conduct of all students. Chaperones may be given leadership over a specific group of children, but only to the extent to which the teacher has specified. Should a situation develop beyond the scope of these guidelines, the chaperone should ask the teacher for a decision and follow that decision. Chaperones should take any unruly child to the teacher.
 - 2. ON THE BUS, PLEASE TAKE A MENTAL NOTE OF YOUR SEAT. YOU MUST RETURN TO THAT EXACT SEAT WHEN RETURNING TO ENSURE THAT EVERYONE HAS RETURNED.
 - 3. As a chaperone please ask the teacher if you desire to do something beyond what the group is doing. If the teacher says no, please abide by that decision. Never undermine the authority of the teacher by disregarding the teacher's decisions.
 - 4. As a chaperone you are serving as an aid to the teacher.
 - 5. All children on a field trip should be treated equally. The children in one group should not receive a benefit (i.e. an ice cream treat) that is not available to all the children on the field trip.
 - 6. Please limit topics of conversation so that they are appropriate for the children to hear. The teacher is not available during field trips for a conference. Additionally, parents should avoid discussing classroom issues and remember to respect the confidentiality of our students with regards to any behavioral issues that might arise.

nank you for your cooperation in these matters.
ignature:



WAIVER & RELEASE OF ALL CLAIMS & ASSUMPTION OF RISK Please read this form carefully and be aware that in signing up and participating in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity. I recognize and acknowledge that there are certain risks of physical injury associated with participating in this program/activity, and I voluntarily agree to assume the full risk of any injuries, damages or loss, regardless of severity, that I or my minor child/ward may sustain as a result of such participation. I understand that the selection of programs shall be my responsibility, and that MACDS, including its officials, employees, agents and volunteers (hereinafter collectively "MACDS") shall not be liable for any claims, demands, injuries, damages, or loss to person or property arising out of or in connection with the use of the services and facilities contemplated by this agreement. I further agree to waive and relinquish all claims I or my minor child/ward may have or which may accrue to me and /or my minor child/ward as a result of participation in this program/activity. I do hereby fully release and forever discharge MACDS from any and all claims for injuries, damages or loss that I or my minor child/ward may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with this program/activity. I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims.

^	
Parent Signature	
 Date	
Receipt of Parent Handbook I have received the in the handbook.	e Parent Handbook and agree to read and abide by the policies detailed
Parent Signature: X	Date:

Childs Name:		Date of Birth:	
SIGN FULL SIGNATURE IN EACH BOX BELOW TO GIVE CONSENT			
Daily Walks	Х		
Obtaining Emergency Medical Care	х		
Administering of Minor First Aid Procedures	X		
Photos (To be used by MACDS staff)	X		
Thotas (To be used by Wirtobe stair)	^		
Δο	RFI	EMENT	
Services to be provided by MACDS for the			
(\$150.00 Weekly Fee) Care Program for 10 hours			
		e Summer Day Camp Program- July 2 to August 16	
****Enrolling parent aggress to pay the total amou			
		oplication) If you are sending your child their lunch,	
please sign a waiver.			
PARENT AGREES TO THE FOLLOWING:			
	servi	ice week, regardless of the number of days attended	
or vacation.	مى:لەرمىر		
Pay for extra days that CCIS, DHS or any other fu		ig source rails to pay for any reason. s to pay the total fees owed if CCIS, DHS, or any othe	
funding agency fails to pay.	jiees	s to pay the total lees owed if CCIS, DHS, or any othe	
	hanc	dbook and will review and adhere to all the information	
Update Emergency Contact and Agreement every			
Inform the school Adm. Whenever changes occur			
requested.			
Follow or child illness policy when child is showing			
Update dental form every 6 months	Upo	date health assessment/report forms every 12 months	
X Drop child off at: AM	•	Pick up child by: PM	
		picking up child starting at 6:01PM	
Ensures that child washes hands before entering	the	Label all of childs belongings	
classroom Call when a child is absent		If child is absent 2 or more days, provides a Dr. note	
Call When a child is absent		prior to returning.	
prior to returning.			
Parent Full Signature: X			
Print Name: X			
Parent Email Address:			
Date:			
Diversions Cinnestons V			
Directors Signature: X			
Start Dato:		Torm Dato:	
Start Date:		Term Date:	

MACDS Summer Day Camp Getting to Know You Form

Participant's Name:
Parents: We can work more effectively with your child at the MACDS this summer if we know as much about him/her a possible. Please help us by filling in the blanks and handing in with the registration packet. Feel free to make an appointment with the Program Director as well.
Well-liked nickname:Age at beginning of the program:
Birth Date: Living with whom:
Others with whom your child resides:
Does your child require any modifications in MACDS policies, practices or procedures or auxiliary aids and services in
order to allow your child to fully participate in our programs? Yes No If yes, explain
(Our Director will follow up with you to discuss any requests)
If your child has an IEP, would you like to provide a copy to the Program Director? (Provision of the IEP is up to the discretion of the parents/guardian.) Yes No
What areas of your child's life would you hope to see developed during summer camp?
What do you consider his/her strengths and weaknesses?
Does your child have siblings attending MACDS programming at the same time? Yes No If yes, Name (s) & Age(s)

Please note any additional information the Program Director should know about your child on the back of this form to better serve your goals for your child. Such information may include, but is not limited to, information about your child's personality, disposition, social skills, and forms of behavior modification used at home as well as hobbies, interests and preferred activities etc.



MACDS Summer Day Camp PAYMENT SCHEDULE 2019

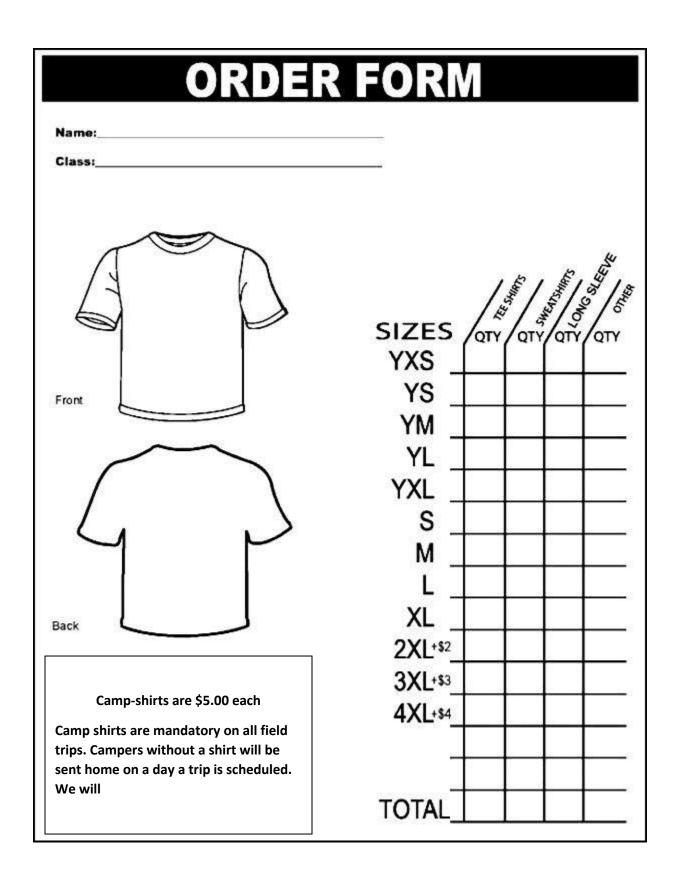
Session Beginning Date	Session Ending Date	Payment Due Date
7/2/19	7/5/19	6/28/19
7/8/19	7/12/19	7/5/19
7/15/19	7/19/19	7/12/19
7/22/19	7/26/19	7/19/19
7/29/19	8/2/19	7/26/19
8//5/19	8/9/19	8/2/19
8/12/19	8/16/19	8/9/19

Please be mindful of the scheduled payment dates. Falling behind or failing to make on time payments will cause your childs admittance for the following service week to be put on hold until payment is received. MACDS Thanks you in advance, for making all your payments on time.

THIRD PARTY SUBSIDY FORM (CCIS, or Other)

Mandatory Family Information

Parent's Name:			
Name of child (ren) covered	by Third Party sub	sidy:	
1)	2)	3)	
Address:			
City		State:	
Zip:	County:		
Home Phone:		Cell:	
*******	******	********	*******
Caseworker's Name:			
Caseworker's Phone:		Ext	
Name of Organization:			
Address of Organization:			
City, State, Zip, & County			
*******	******	*********	*******
Amount of Parent Co-pay: \$_			
Parent's Name (Print):			
Parent's Signature:		Date:	



MACDS Staff Only

Childs Name	e: DOB:
Fees:	
<u> </u>	: \$35 Registration fee
	Payment for first week of camp
	:\$150 Activity fee
_	
Forms:	
_	:Emergency Contact form
_	:Child Health form
_	:Child Dental records form
_	:Registration form
_	:Authorized Pick up Form
_	:Permission for field trip
	:Field Trip Parent/Chaperone Policy
	:Waiver & Release of all claims/ Parent
<u>h</u>	<u>andbook</u>
_	:Agreement
	:Getting to know your child
	:Third Party Subsidy form
	:T-Shirt order form



MACDS Summer Day Camp PARENT PAYMENT SCHEDULE 2019

MACDS Staff Only

Child Name:	

Session Beginning Date	Session Ending Date	Payment Due Date	
Date	Date		
7/2/19	7/5/19	6/28/19	
Date Payment was recei			
7/8/19	7/12/19	7/5/19	
Date Payment was recei			
7/15/19	7/19/19	7/12/19	
Date Payment was recei			
7/22/19	7/26/19	7/19/19	
Date Payment was recei	ived		
7/29/19	8/2/19	7/26/19	
Date Payment was recei	ived		
8//5/19	8/9/19	8/2/19	
Date Payment was recei	ived		
8/12/19	8/16/19	8/9/19	
Date Payment was recei	ived		