

# Nurturing Dreams Childcare Center Contract

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Parent/Guardian: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Child: \_\_\_\_\_ Child's Date of Birth: \_\_\_\_\_

## **Hours of Operation**

### ***First Day of Care***

The first day of care will be \_\_\_\_\_.

### ***Regular Hours and Days of Care***

The care hours for the child covered by this contract will be Monday through Friday from 6:30 AM – 5:30 PM.

## **Child Care Rates and Fees**

### ***Weekly rates***

- 6 weeks to 2 years - \$265.00 a week
- 2 years to 4 years - \$250.00 a week
- 4 years to school age - \$235.00 a week
- School age - \$125.00 a week during the school year; \$200.00 a week during the summer.

### ***Regular Rate***

- The fee will be \$\_\_\_\_\_ per week.
- If the client receives subsidy payments from a government agency, the client is responsible to pay the full amount of the fees under this contract if the government agency does not pay the provider for any reason.
- If the client is receiving subsidy payments from a government agency, the client is responsible for paying the amount due that is not covered by the government agency.

### ***Rate Increase***

If the rates increase, they will not increase by more than 5% of the current total. A notice of 60 days will be given prior to rate increases.

### ***Payments***

Fees are due prior to services rendered. Payments are due by Friday at 5:30 PM.

### ***Late Payment Fees***

- If the childcare fee is not paid when due, a late payment fee of \$5 per day will be added to the past due amount until it is paid. Failure to catch up with payments within 2 weeks will result in suspension of childcare.
- The fee for an insufficient funds check will be \$30, plus the amount of any bank charges to the program's account.

### ***Early Drop-off and Late Pickup Fees***

- The client will pay an additional fee of \$5 per minute if the child is dropped off earlier or picked up later than the time stipulated in this contract without prior arrangement.
- All fees for early drop-off and late pickup are due at the end of that day of care.

### ***Holding Fees***

A non-refundable two-week deposit is required to hold your spot if not engaging in services right away. This will be applied as a credit towards your first two weeks.

### ***Registration Fees***

The client will pay a registration fee of \$50 per child upon signing the contract.

### ***Field Trip Fees***

There will be an extra fee for field trips. The program will notify the client of the fee for each trip at least one week in advance.

## **Holidays, Vacations, and Absences**

### ***Holidays***

- Nurturing Dreams will be closed on the following days each year: New Year's Day, Monday after Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, and Christmas Day.
- The client does have to pay for holidays listed above.
- If a holiday falls on a weekend, the day will be observed on the Friday or Monday proceeding or following the holiday.

### ***Client Vacations/Sick Days***

- After your child has been at Nurturing Dreams for three months, you are eligible for 5 vacation/sick days a year.
- These do not have to be used consecutively; however, if these days are not used within one year, they will not rollover.
- You will receive a new 5 days every anniversary of your enrollment.

### ***Client Absences***

- The client must notify the program before the scheduled starting time whenever a child will not be coming to care due to illnesses or any other reason.

- After your 5 vacation/sick days as referred to above, the client must pay for services whether or not the child attends.

***Bad Weather Closings***

- There will be a notification through the Nurturing Dreams website and the ProCare app by 5 am if the program will be closed because of inclement weather.
- You are required to notify the director as soon as possible if you will not be bringing your child due to inclement weather.
- The client will be charged for a facility closing due to inclement weather.
- The client will be charged if children do not attend due to inclement weather.

***Termination of Care***

- The client has the right to terminate the contract but must give a two-week written notice to end this contract. Payment is due for the notice period whether the child is brought to the program for care during that time.
- The client has termination rights and may do so if they feel the safety of their child is in jeopardy. If this situation occurs, parents do not need to give a two-week notice and the advanced payment is refunded.
- The program may terminate this contract at will. Any advance payment will be refunded.
- The program reserves the right to immediately terminate this contract without notice if the client does not meet payment obligations.

**The Signatures of the Parties to the Contract**

By signing these policies, clients indicate that they have read the provider’s policies and agree to follow them. Failure to enforce one or more of these terms does not waive the provider’s right to enforce any other terms of this agreement.

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Director’s Name (print)	Signature	Date
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Parent/Guardian Name (print)	Signature	Date
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Parent/Guardian Name (print)	Signature	Date
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*Co-signer’s Signature (print)	Signature	Date
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\*A co-signer is required if the client is under the age of 18. The co-signer guarantees the contract and agrees to be responsible for all its financial terms if the client fails to pay the provider.