



YMCA

We build strong kids,
strong families, strong communities.

YMCA of Columbia-Willamette SCHOOL AGE PARENT PAYMENT POLICIES AND AGREEMENT

Please complete the following information:

STATISTICAL INFORMATION

This program is provided through support of the USDA. The following information is for statistical purposes only.

Ethnicity

- White African American Native American Asian/Pacific Islander Hispanic White Black
- Other (specify) _____

Please Indicate Billing Party: 1st Parent 2nd Parent DHS CSD JOBS Other _____

Please select desired payment option:

Electronic Funds Transfer / Bank Draft:

An authorization form must be submitted with a voided check or deposit slip.

Electronic Credit Card Draft:

An authorization form must be completed and submitted along with this form.

Please select desired payment date:

- 1st of month 20th of month Split (1/2 on 1st, 1/2 on 20th) Continue Current Draft

Monthly Payment: Payment made by check, money order or cash is accepted at the Association Services Office only. Credit/Debit card payments may be made online at www.ychildcare.org or on our secure credit card line at 503-382-4397.

ADDITIONAL CHARGES:

A LATE CHARGE of \$35.00 may be assessed on the 7th of each month for unpaid balances. A fee of \$25.00 will be assessed for returned items, along with a late charge if applicable. Failure to remit payment will result in a discontinuation of service.

Payment/Attendance Schedule Changes:

In order to assure processing, 14 days notice is required for changes. For changes regarding payment option, please contact the Business Services Office at 503-382-4397. For changes or inquiries of schedule and package information, please contact the Program Office at 503-327-0007 or email ychildcare@ymca-portland.org.

MONTHLY FEES / PAYMENTS:

Full payment is due in the Business Services Office by the 1st or 20th business day of each month for which service is being provided in based on the box marked above. Failure to comply with terms will result in discontinuance of service. **Please mail payments to: YMCA Childcare Accounting, 9500 SW Barbur Blvd., Suite 200, Portland, OR 97219-5426.** Fees are established for the entire program, which operates during the course of the year. The total cost is divided over the 10-month period. Monthly fees do not necessarily reflect the number of service days within each particular month. Fees for the "School Year" and "Basic" packages are adjusted only for the months of December, March and June. All other months are full fee rates. Refunds and/or credits will not be granted for days missed due to absences and/or vacations.

THIRD PARTY PAYMENTS:

The YMCA welcomes third party payments, i.e., DHS, CSD, JOBS, etc., once written verification is received from the third party. Fees accrued prior to the effective date, as well as unpaid portions, are the responsibility of the parent.

CONFIRMATION:

This form will serve as your confirmation which includes your monthly fee. **Additional statements and/or bills will not be issued.**

This is to confirm that my child is registered at (location) _____, (package) _____, for the requested times indicated on Page 1 at a monthly rate of \$ _____. (Monthly Rate: 1st Child \$ _____ + 2nd Child \$ _____ = Total Monthly Rate \$ _____.) I understand payments are due on the first business day of each month for which services are being provided; failure to remit will result in the discontinuation of services. All late charges/collection fees incurred are my responsibility. I have read the policies, terms and conditions as stated above and agree to abide by all.

Parent Name _____ Signature _____ Date _____

YMCA Program Staff Approved _____ Region _____ Date _____

FOR OFFICE USE ONLY	ASSOCIATION SERVICES PROCESSED	DATE
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