

PAYMENTS

- Payment is due the week BEFORE child care is provided. Your invoice will be sent through Brightwheel.
- Payment options:
 - **Automatic funds transfer** - automatic payments each week from your bank account / credit card. ACH Fee of \$1.50 per transfer.
 - **Pay in person** - cash or check accepted.

FINANCIAL

- Parents are responsible for all costs incurred.
- Child care services will not be provided when an account is delinquent.
 - Failure to pay will result in the termination from the program.
 - Any outstanding balance will be sent to collections.
- A \$30 processing fee will be charged for all returned checks from the bank.
 - Cash payment within three days of notice.
 - Failure to make payment will result in termination from the program.
- County Assistance
 - Parents will be responsible to pay the difference.
 - If assistance is denied, parents are responsible for all expenses incurred.
- **Year End Tax Statements** include the Federal Tax ID number and total payments paid for the calendar year are available through Brightwheel.