



Kare'n' 4 Kids

Drop-In (Hourly) Child Care Contract

The Names of the Parties to the Contract

This contract is between _____ & _____, hereinafter "client," and Karen P. Johnson of Kare'n' 4 Kids, hereinafter "provider," for child care services provided for the child(ren) listed below.

Child Care Provider

Name of provider: Karen P. Johnson of Kare'n' 4 Kids
Address: 7401 East 250th Street Elko, MN 55020
Cell Phone: 612-812-7482
Home Phone: 952-461-7401
E-mail: Karen@Karen4Kids.com

Client

Name of first parent/guardian: _____
Address: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
E-mail: _____ Pager: _____
Employer's name/address: _____

Name of second parent/guardian: _____
Address: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
E-mail: _____ Pager: _____
Employer's name/address: _____

Child(ren) Covered by This Contract

1. Name of child: _____ Date of birth: _____
2. Name of child: _____ Date of birth: _____
3. Name of child: _____ Date of birth: _____
4. Name of child: _____ Date of birth: _____

Hours of Operation

1. First Day of Care

- The first day of care will be _____.

2. Business Hours

- The provider's child care is open 24 hours a day 7 days a week.

Terms of Payment

A. Drop-in (Hourly) Child Care

Definition - Child care needed on a regular or irregular basis and is on a first come, first serve basis with minimal advanced notice. The provider can not guarantee there will be an opening for your child(ren) so it will be to the client's advantage to e-mail (preferred) or call as far in advance as possible to reserve space for your child.

It is very important the client adheres to their reserved time slot to allow the provider to schedule other children who need care.

The provider reserves the right to close when no child care reservations have been made.

1. Rate

- One child: \$5 per hour or any part thereof
- Additional Children: \$3 per hour or any part thereof for each additional child per family
- Child care fees begin to accumulate with the reserved time or the arrival time whichever is earlier.

2. Minimum Overnight Rate

- A minimum rate of \$35 per child is required for children dropped off between the hours of 10:00pm and 6:00am.

3. Rate Increases

- The provider reserves the right to increase the drop-in (hourly) child care rate.
- The provider will notify the client in writing or e-mail when rates are increased.

4. Cancellation Fee

- A cancellation fee of \$10 per family will be charged if a confirmed child care reservation is cancelled for any reason.
- A cancellation can not be made after the actual start time of the child care reservation.

5. No Show Fee

- A no show fee of half of the expected child care fee will be charged if a confirmed child care reservation has been made and the client has not cancelled and has not arrived for child care services.

6. Payment Schedule

- Child care fees are due at pickup each day or if paying by PayPal, by midnight of the pickup day.
- Payments may be made in the form of cash, personal check or credit card through PayPal. Checks should be made payable to Karen Johnson. Payments made through PayPal must be sent to kpjohn0320@integraonline.com.
- Daily receipts and year-end payment summaries will be furnished upon request.

7. Late Payment Fees

- If the child care fee is not paid when due, a late payment fee of \$10 per day will be added to the past due amount until it is paid.
- The fee for an insufficient funds check will be \$25.00, plus the amount of any bank charges to the provider's account as well as a late fee of \$10 per day. If a check is returned, all future payments must be made by cash, or PayPal.

B. Registration Fees

- The client will pay a registration fee of \$15 per family upon signing the contract.

C. Charges for Damage by the Child

- If the client's child intentionally or deliberately damages or misuses an item, the client will be responsible for the cost of the damage as determined by the provider.

D. Holidays, Vacations, and Absences

- Clients are encouraged to visit www.Karen4Kids.com for dates when the child care program will be closed.
- The provider reserves the right to close when no child care reservations have been made.

Termination Procedure

Deposit

A refundable deposit in the amount of \$25 is due prior to care. This deposit will be refunded two weeks following a written notice to cancel this agreement providing there is no outstanding balance with Kare'n' 4 Kids.

Termination of this Contract

- The client must give a two-week written notice to end this contract.
- There are some situations where it is not possible for the provider to meet the needs of a specific child or family. Although the provider will try to give the client a two-week notice to end this contract, the provider reserves the right to terminate this contract at will.
- If it becomes necessary for the provider to resort to legal action to collect fees, the client will be responsible for all legal fees incurred by the provider.

The Signatures of the Parties to the Contract

- By signing this contract, clients indicate that they have read the provider's policies in the Child Care Handbook and agree to follow them. They further agree to follow any changes or additions the provider makes to her policies in the future.
- The person signing this contract is responsible for paying all fees due under this contract, even if the parents are divorced and have joint custody of the child.

A failure to enforce one or more terms of this contract does not waive the provider's right to enforce any other terms of this contract.

Parent or legal guardian's signature

Date of signature

Parent or legal guardian's signature

Date of signature

Provider's signature

Date of signature