



**FINANCIAL ARRANGEMENTS**

Child's Name \_\_\_\_\_

Party(ies) Responsible for Payment: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

Blacksburg United Methodist Preschool has made a provision for the payment of our early childhood education program fees to be paid in monthly installments, as outlined in the attached "Federal Truth in Lending Disclosure Statement". Should you wish to pay the yearly tuition fee in advance, you will receive a 5% discount if paid in full by August 31, 2021, by check to "Blacksburg United Methodist Preschool." The registration fee is \$100, due at the time of registration. The supply fee is \$100, due prior to the start of school. There are no discounts to the registration and supply fees. A 10% discount is also applicable to second children enrolled and church members.

The following procedures have been developed to manage your financial obligations effectively.

The "Federal Truth in Lending Disclosure Statement," as required by Federal Law, must be signed by the Party Responsible for Payment at the time of enrollment.

Payment is the responsibility of the Designated Party in this Financial Agreement Form.

The Party Responsible for Payment agrees to pay monthly tuition and annual fees to Blacksburg United Methodist Preschool to cover school and childcare services. Tuition payments are collected September through May.

Tuition payments will be made via our TuitionExpress system. The Responsible Party may log in to myprocare.com and pay tuition monthly by the 10<sup>th</sup> of the month of service. If payment is not made via myprocare.com by the 10<sup>th</sup> of the month, Blacksburg United Methodist Church will automatically draft the payment via credit card or ACH Transfer based on the information provided by the Responsible Party, on the 10<sup>th</sup> of the month of service.

Should the credit card connected to the billing plan be declined or expire, the Responsible Party must contact the school with new information by the 15<sup>th</sup> of the month. If acceptable arrangements for payment have not been made by the 15<sup>th</sup> of the month, additional fees may be incurred and instruction may be discontinued until such time as payment has been rendered.

Payments will continue for vacations, weather delays/closures, acts of God, pandemics, etc.

Additional fees may be incurred for excessive or repeated tardiness for end of day pick up.

If collection or other legal procedures are instituted, the Responsible Party agrees to pay all expenses of collection, including court and responsible attorney fees, if such rendered.

If, at any time, you feel are records are in error, or you would like to discuss the status of your account, please contact the Director.

I have read the above information and understand the administrative policies concerning financial arrangements.

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date