



City of SeaTac Parks and Recreation Payment Policies for Youth Program

CHILD'S NAME _____

All fees and paperwork must be completed and paid prior to participation. Failure to regularly make payments on time or to maintain a positive punch card balance will result in the City of SeaTac mandating that you enroll in our Auto Pay program.

Registration Fees: The \$30 registration fees are due annually at the beginning of summer camp and lasting throughout the next school year for participants of our Bow Lake programs. ABC...123 preschool has a \$50 registration fee for new students and a \$25 for returning students due at the time of registration every school year. All registration fees are non-refundable, non-transferrable.

ABC...123 Preschool: All students must be enrolled in our auto pay system or pay quarterly.

Summer Day Camp at Bow Lake: A holding fee of \$10 per week will hold your child's spot for the week, with remainder due one week prior to camp enrollment. The holding fee will be forfeited if child does not attend that week of camp.

Punch Cards at Bow Lake: Before & After School, Kinder Camp, and Early Dismissals days will all be paid through punch cards. Time will be charged for hours used, and rounded to the nearest quarter hour, after the first hour. There is no time charged if a child does not attend. A positive balance is required at all time to ensure your child's ability participate in our program. When the child leaves the program, it is the parent's responsibility to request a refund of any remaining punch card hours.

It is required that BOTH you sign in and out on the appropriate date line, along with the correct time of day, or the full days' hours will be charged to your punch card.

No School Days at Bow Lake: All days that we provide care during the school year, where school is not in session are charged on a daily rate. This fee must be paid in advance of attending. If a minimum number of kids do not register a week prior to the no school day, the program is subject to being cancelled.

Early Bird Rate and Cancellation Policy for Bow Lake Program:

In order to ensure proper staff: child ratios, we have implemented 'The Early Bird Rate' into our program. This is the rate that any camp, no-school day, or program will cost up unto a certain advertised date (usually a week prior). After the early bird rate, the cost will go up by \$10/child. Note that summer camp has one early bird date in June that will apply to the entire summer camp.

If a child is absent for any reason from any camp, no-school day, or program that they were registered for, notification to the Bow Lake site, the Recreation Specialist or the Recreation Supervisor must be made by 9:00am the day they were to attend in order to be considered for a refund. After this time 100% of fees paid will be forfeited. We don't pro-rate weeks of camp based on days missed.

Transportation Fee for Bow Lake Program: \$1.50 per trip to and from Hilltop Elementary, per family

Bus Fee for Bow Lake Program: \$10/day if child misses bus or van at school and city must go pick them up.

Change of Fees— All weekly and hourly fees will be announced in the current brochure of the department and may change with announcement.

Late Fee for all programs: Parents will be charged \$1.00 per minute for the first 30 minutes and \$2.00 per minute thereafter for children picked up after the end of class or program. This will be due before the child returns.

SeaTac Parks and Recreation Department reserves the right to modify any of the conditions of this agreement upon 30 days written notice to the parents or guardians.

By signing below I acknowledge that I have read, understand and agree to comply with aforementioned polices.

X _____
Parent/Guardian Signature

Date

Staff