

# JWC COLLEGE FUNDING PAYMENT CONTRACT

## FUNDING APPLICATION'S

1. All College Funding Application forms must be authorised by Enterprise Childcare before commencement of childcare.
2. We require a letter from College stating that application has been successful before we will confirm childcare.
3. Parents who book our Out of School Care service on specific days whilst attending College are responsible for ensuring their attendance cards are SIGNED and handed to the bursary office on a WEEKLY BASIS.

## PAYMENT OF CHILDCARE FEES

1. Notification of the payment schedule from the College must be received by us stating when payments will be made to yourself, we will then expect your outstanding childcare fees to be paid immediately, and this must be adhered to by all.
2. All payments should be made via Standing Order.
3. Should any default in payment occur then your childcare place will be withdrawn with immediate effect and we operate a debt recovery policy.
4. Customers should be aware that any payment not issued by the college, DUE TO ABSENCE'S, ATTENDANCE CARDS NOT BEING SIGNED OR HANDED TO THE BURSARY OFFICE ON TIME, that an invoice will be issued to the customer with payment due immediately.
5. Please note that all days booked for by customers using our service must be paid for unless a four week cancellation is given, this policy applies to all users of our service.

I/We \_\_\_\_\_ have read the College Funding Payment Contract and agree to these conditions.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE RETAIN ONE COPY AND RETURN ONE SIGNED COPY TO ENTERPRISE CHILDCARE**