



**The Children's Workshop, Inc.**  
**PO Box 493**  
**North Kingstown, RI 02852**  
**(401) 884-8966**

### **Financial Agreement**

As a member of The Children's Workshop Cooperative Preschool, I agree to pay the appropriate tuition on or before the 1<sup>st</sup> (first) of each month. As a part of this agreement, I understand the following:

1. I will pay by check or money order only.
2. A \$2.00 per school day late fee will be assessed after the 7<sup>th</sup> (seventh) of each month. If my payment is going to be late for an unavoidable reason, I agree to notify the Treasurer before the 7<sup>th</sup> of the month.
3. A \$5.00 fee will be assessed for checks returned for insufficient funds. In addition, I will be responsible for any fees charged to the school by the bank. If a check is returned twice, money orders will be the only accepted form of payment.
4. There is no reduction in the amount of tuition if my child misses all or part of a month for any reason.
5. I will notify the Treasurer in writing 2 (two) weeks prior to withdrawing my child from the school. Failure to do so will result in forfeiture of the ½ month's tuition for June, which is paid in the beginning of the school year.

I also understand the following:

1. A \$10.00 fine will be assessed for missing a Parent Meeting without prior notification to the Director or Treasurer. Parent meetings are mandatory: only one **excused** absence is permitted per academic year. My child will be subject to dismissal if I miss 2 (two) Parent Meetings.
2. A fine of ½ month's tuition will be imposed for missing any of the following: Clean-up Day, a Set-up or Pack-up school day, or a scheduled Parent-of-the-Day assignment.
3. After a 7 (seven) day grace period, a \$2.00 per school day late fee will be assessed for all paperwork.
4. I will be notified in writing by the Treasurer as to the nature and amount of any fine.

Signed and agreed to: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_ Name of Enrolled Child: \_\_\_\_\_