



## Payment Form

*This form will be utilized to enter payment information into our registration system and the bottom portion will be shredded after the enrollment process is complete.*

Child/ren's names: \_\_\_\_\_ Parent's name: \_\_\_\_\_

Charges & Policies every family needs to know:

- A \$50 cancellation fee will be assessed if I cancel my child out of a session.
- A \$75 cancellation fee will be assessed if a cancellation is made within one week of the session start date.
- A \$25 transfer fee will be charged to transfer from one session to another session.
- If a child is enrolled for 6 sessions and cancels a week, he/she is no longer eligible for the 10% discount. Parents will be expected to pay the difference at the time of the cancellation.

*My signature below signifies I agree to the stated fee policies and form of payment noted below.*

Parent Signature: \_\_\_\_\_ Email: \_\_\_\_\_

*For receipt of payment and tax receipt purposes, please list the e-mail address that you would like receipts sent to.*

-----  
**Please select one of the following: 1. Payment in Full or 2. Payment Plan:**

**1. Payment submitted in full** by method of:

\_\_\_\_\_ Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ 3 Digit Code \_\_\_\_\_

\_\_\_\_\_ Check # \_\_\_\_\_

**2. I would like to pay by payment plan** using the electronic check information listed below.

Total cost of SPARK Day Camp will be divided into three payments and deducted monthly on May 5, 2020; June 5, 2020; and July 5, 2020. If a family adds a session of camp or transfers from one session to another, there may be two separate charges assessed on the account due to the change request.

Electronic Check: Bank Routing # \_\_\_\_\_ Account # \_\_\_\_\_

***Please note: Payment plan receipts e-mailed to parents will list your total for the Summer of 2020 at the top of the page. Please scroll to the bottom of the page for the monthly tuition charges.***