

First Presbyterian Church Child Development Center Waiting List Fee

Attached is my \$75.00 waiting list fee. I understand that:

- This fee is non-refundable.
- This fee is not a guarantee that a space will become available.
- When spaces become available, the Center Director will contact families on the waiting list based upon the following priorities:
 - ❖ _____ First Presbyterian Church CDC currently enrolled children's siblings
 - ❖ _____ First Presbyterian Church members (6 months prior to enrollment)
 - ❖ _____ First Presbyterian Church or CDC staff's children
 - ❖ _____ General Public
- Due to the time-sensitive nature of filling vacancies, the Center Director may contact me with a space and allow 48-hours for deliberation. I may request a slightly longer time period, if needed.
- I must keep current contact information on file with the Center Director, so that I may be easily contacted regarding vacancies.
- If I desire to add another child to the waiting list, an additional \$50 fee will be charged per child.
- If I decline a space at the Center, I will be removed from the waiting list or I may request to be moved to the end of the list. Depending upon the circumstances of each family, a higher place on the waiting list may be assigned by the Center Director.
- After a predetermined amount of time, I may receive a notice stating that I will be removed from the waiting list, unless I contact the Center with my desire to remain.

Date childcare needed: _____

Child's name: _____

Child's birthdate: _____ Child's Gender: _____

Parent's Name: _____

Mailing Address: _____

Phone Number (s): _____

Email Address: _____

Email Address: _____

Signature: _____

Date: _____