



City of SeaTac Parks & Recreation Payment Policies for Youth Program

CHILD'S NAME _____

All fees and paperwork must be completed and paid prior to participation.

Registration Fees: The registration fee for new students and registration fee for returning students are due annually at the beginning of summer camp and lasting throughout the next school year for participants of our Bow Lake programs. All registration fees are non-refundable, non-transferrable.

Summer Day Camp at Bow Lake: A holding fee 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 the child does not attend that week of camp.

Before and After School at Bow Lake: Before & After School, and Early Dismissals days will be paid for on a monthly fee system. The monthly fee will be due on the 20th of the prior month and paid in full before the participant can attend. There will be no refunds for missed days or prorated months for weeks off. All students must be enrolled in our auto pay system or pay quarterly.

It is required that you sign BOTH in and out on the appropriate date line, along with the correct time of day.

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.

Cancellation Policy for Bow Lake Program: You will receive a full refund less an administration fee for cancellations made with 1-week notice. Requests for refunds must be made in writing and should give the name of the camper, camp or field trip date(s), and reason for refund request. There will be no refunds within one week of camp unless there is a special circumstance, such as serious illness or injury. There will not be a discount, or a refund for days missed.

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 & 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 policies.

X _____
Parent/Guardian Signature

Date

Staff