

Portland Promise Center  
Child Development Program Enrollment Contract

I agree to the following:

1. Payment is due each Monday, or when the program is closed on Monday the following operation day, a tuition fee of \$125, a week, without regard to attendance. A late fee of \$5 will be added on Tuesday morning, or when the program is closed the following operation day.
2. Give a one-week notice if I am withdrawing my child from the program.
3. In the event of an emergency, accident, or illness, the Center has my permission to obtain medical assistance as it sees fit for my child's best interest. Subject to the nature of the emergency, accident, or illness, the Center will seek medical assistance at the nearest available source. In the event of such an accident or illness, all medical expenses incurred are my responsibility. I release PPC. and all its employees from any liability incurred because of any act they may perform on behalf of my child.
4. I agree to abide by the Center's "Policies and Procedures" outlined in the family handbook including keeping all records and contact information updated.
5. Should the Director of the Portland Promise Center to determine my child cannot adjust to the Center's program, my child will be withdrawn, and this agreement will terminate.
6. Prior to my child's first day, all enrollment forms will be completed and on file with the Portland Promise Center. I will submit a current Certificate of Immunization form and a clean health certificate from my child's physician. I will provide an updated Certificate of Immunization as outlined by a physician or local health authority.
7. I will sign my child in and out daily using the PPC's sign in system located in the lobby.
8. To reduce germs, I will wash/sanitize my hands upon entry of the building. My child will be required to wash their hands upon entering the classroom.
9. I hereby warrant that I am entitled to legal custody and possession of my child and accordingly am authorized to place my child in the care of the center and am further authorized to sign this agreement. I understand all policies, rates, and fees are subject to changes as conditions warrant.

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date