

**Kiddy Karousel Childcare Center**  
**3920 13<sup>th</sup> Ave. E.**  
**Hibbing, MN. 55746**  
**(218)263-7450      FAX (218)263-7000**  
**Payment Procedures and Policies**

**Methods of Payment**

**Private Pay:** The parent pays all childcare costs.

**Sliding Fees:** A portion of childcare costs are paid by St. Louis County. The amount owed bi-weekly to Kiddy Karousel from the parent is based on income and determined by the County.

**County Voucher:** The County pays all childcare costs directly to Kiddy Karousel. It is the responsibility of the parent to sign a voucher bi-weekly before the date it is to be submitted to the County for payment.

- \* Children in attendance at the center for less than one hour per day will be charged for one hour of care.
- \* Nursery School tuition is due by the 1<sup>st</sup> of each month.
- \* Sliding Fee payments are due bi-weekly.
- \* Private pay fees for infant, toddler, day care and school age, are due weekly until credit is established. Thereafter, accounts may be paid bi-weekly.
- \* Accounts reflecting a balance at the end of each month will be billed. A billing fee of \$30.00 and a finance charge of 1.5% of the total past due amount will be assessed.
- \* Failure to maintain required paperwork through the County or non-payment of Sliding Fees will result in loss of County funding.
- \* A onetime \$30.00 Registration Fee will be assessed for each child.
- \* A yearly Insurance Fee of \$30.00 will be charged every September. This fee will be pro-rated for children enrolling after March 1<sup>st</sup>.
- \* If payment is not received within 5 working days of billing you will no longer be able to receive childcare services at the center.
- \* If account is turned over to our collection agency, any fees incurred will be added to account.

It is essential to keep your childcare charges current to maintain your child's place at Kiddy Karousel.

***I have read the Payment Procedures and Policies and agree to abide by them.***

**My child \_\_\_\_\_ is enrolled in Kiddy Karousel's**

**(Circle one)    Infant    Toddler    Pre-School    School Age    Nursery School**

**Program at the rate of \_\_\_\_\_**

**E-MAIL Address \_\_\_\_\_**

**Parent Signature \_\_\_\_\_**

**Date \_\_\_\_\_**

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

**Date \_\_\_\_\_**