

MANNING REGIONAL CHILDCARE ASSOCIATION
Manning Family Day Home Program
REGISTRATION - PARENT CONFIRMED HOUR SHEET

Name of Child _____

Parent's Signature _____

(Placing your initials here will serve as your signature)

Which days will your child be attending day care?

Full Time (5 days/week)

Part Time

Mon

Tue

Wed

Thu

Fri

Pick-up Time

Drop-off Time

Full Time (Over 100 hours)	\$326.25
Balance Due	= _____

Part Time (50-100 hours)	\$230.00
Balance Due	= _____

Extended hours or as agreed	+ \$100.00
	- _____
	- _____
	= _____

Part Time (1-49 hours) or one day a week only	
# of days _____	x \$40 _____

Balance Due	= _____

**Additional \$3 if you pay with credit card or thru Procure app*

Amount Received	_____
Method of Payment	_____
Date	_____

Parents: Please fill out this form with your registration forms and hand in to the Manning Early Learning & Child Care office. This is a one-time form that you are required to fill out. You will be invoiced on the 15th of each month according to your Registration confirmed hour sheet. If your child will not be attending as stated on your hour sheet, please make sure to let the staff know through the Procure app or a phone call.

Your payment is due by 12:00 PM on the 25th of each month. Your space is not confirmed until we receive your payment. We accept e-transfer payments at: mrccaprogrammanager@gmail.com There are no refunds for cancellations.

Thank you, if you have any questions, please contact the office: 780-836-2588