

Coastside Children's Programs – Summer Program

Program Agreement & Contract for Services 2019



Mark T-shirt size (Youth)

- S
- M
- L
- XL

Child's Name (Last, First) _____

Birth Date: _____ Entering Grade: _____ Home Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Parent/Guardian Name: _____

Cell/Work Phone: _____ Email: _____

Parent/Guardian Name: _____

Cell/Work Phone: _____ Email: _____

My child will be attending the following camps, please mark only one camp per week

CCP EI Granada

<p>Week 1: 6/17-6/21: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 2: 6/24-6/28: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 3: 7/1-7/5: \$275 (closed 7/4)*</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 4: 7/8-7/12: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p>	<p>Week 5: 7/15-7/19: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 6: 7/22-7/26: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 7: 7/29-8/2: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p> <p>Week 8: 8/5-8/9: \$345</p> <p><input type="checkbox"/> Sports <input type="checkbox"/> Explorers</p>
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CCP Montara

<p>Week 1: 6/17-6/21: \$345</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 2: 6/24-6/28: \$345</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 3: 7/1-7/5: \$275 (closed 7/4)*</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 4: 7/8-7/12: \$345</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 5: 7/15-7/19: \$345</p> <p><input type="checkbox"/> Art & Science</p>	<p>Week 6: 7/22-7/26: \$345</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 7: 7/29-8/2: \$345</p> <p><input type="checkbox"/> Art & Science</p> <p>Week 8: 8/5-8/9: \$345</p> <p><input type="checkbox"/> Art & Science</p>
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Make Checks Payable to:
Coastside Children's Programs
Drop off or mail to CCP
Admin office:
494 Miramontes Ave.
Half Moon Bay, CA 94019

*Week 3: 4 day camp tuition is lower

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CCP EI Granada Sports: CUSD Summer School Only (Limited Space):

- 6/26-28: \$125
 7/1-5 (closed July 4th): \$165
 7/9-12: \$200
 7/15-19: \$200
 7/22-25: \$165

**DUE TO LIMITED SPACES FOR CAMP, YOU ARE NOT ENROLLED WITHOUT CONFIRMATION (SEE AGREEMENT FOR DETAILS).
No part week camps available (exception CUSD Summer School Only, Limited Space)**

I understand that COASTSIDE CHILDREN'S PROGRAMS considers parents to be jointly and singularly responsible for tuition payments, regardless of joint custody agreements.
I understand that I am financially responsible for the weeks requested, even if my child does not attend. I understand and agree to the Coastside Children's Programs Summer Program Agreement and Contract for Services. I _____ read and understand all of the provisions contained herein and agree to the terms of this contract:

PARENT/LEGAL GUARDIAN SIGNATURE DATE CCP ADMINISTRATIVE STAFF SIGNATURE DATE

All signed contracts, deposits, tuitions and changes are to be received by the CCP Admin office by the due dates indicated.
Coastside Children's Programs – 650.726.7413 – ccp@coastsidechildren.org www.coastsidechildren.org – www.facebook.com/coastsidechildrensprograms

To be filled out by CCP Staff: Schedule of Payments

June 17, 2019 (wk 1-2): _____ July 1, 2019 (wk 3-6): _____ July 29, 2019 (wk 7-8): _____

Processing Fee: _____ Processing Check #: _____ Deposit Amount: _____ Deposit Check#: _____

REGISTRATION AND CONTRACT INSTRUCTIONS

Additional Fees Overview

Registration Processing Fee	\$50	Starts May 15, 2019 Waived prior to May 15, 2019
Switching Weeks or Camps	\$25 (in addition to any other fees in camp pricing)	Starts June 1, 2019* Waived prior to June 1, 2019*
Cancellation Fee (of one or more weeks of camp)	\$100	\$50 if before June 12, 2019** \$100 if on or after June 12, 2019**

INSTRUCTIONS TO REGISTER AND COMPLETE CONTRACT

Fill out basic identification information completely

- Check which program(s) you would like to enroll your child for each week of the summer, check only one per week.
- Carefully read the termination and contract changes section to be aware of fees if you are unsure of your choices!
- Camp space is limited, when your spot is secured, you will receive a confirmation of enrollment notice within two weeks of receipt of your registration. **Registration/contract, deposit & health/safety packet (for non-CCP children) are required prior to securing spot for the program.** Otherwise, space is not guaranteed!

PAYMENT OF FEES

- Child care is by contract only. **Tuition is due in advance of services rendered.** Children may not participate in summer programs if fees are not paid. CCP does not offer partial week or partial day programming; except for children that attend CUSD summer school, this program is offered for Sports only and space is limited.
- A **deposit, equal to the last week of your child's camp tuition**, is required at time of registration. The deposit will be applied to your last invoice for the summer. Payment of full deposit is required to hold your camp space.
- **Register before May 15, 2019** to waive the \$50 processing fee (Deposit and Registration/Contract documents required).
- **Register on or after May 15, 2019** will require the Deposit + \$50 Processing Fee (Registration/Contract documents required).
- Payment Due Dates:
 - Payment for Weeks 1-2 are due on or before **June 17, 2019**
 - Payment for Weeks 3-6 are due on or before **July 1, 2019**
 - Payment for Weeks 7-8 are due on or before **July 29, 2019**
- Invoices will be either emailed or hard copies attached to your child's sign out sheets a few days before payment due date.
- Payments may be made by check or automatic debit. Please make checks payable to Coastside Children's Program and reference your child's name on the memo line of the check. We do not accept cash or credit card. Receipts available upon request.
- Note: There is no child care on July 4, 2019

All enrollments, changes and fees are to be delivered to and processed by the CCP Administrative Office, Located at 494 Miramontes Ave, Half Moon Bay, CA 94019. Payment of all fees must be received by the due dates indicated above.

CONTRACT CHANGES & TERMINATION – Please read this section carefully if you are unsure of your program choices!

- To properly staff programs, written notice is required for changes/cancellations; refunds will not be given for no shows.
- ***Switching Weeks or Camps:** written request must be received by CCP one week in advance accompanied by the processing fee of: \$0 before 6/1/2019 or \$25 fee on or after 6/1/2019. Changes are dependent on space availability.
- ****Terminate the Registration/Contract:** written request must be received by CCP two weeks in advance and accompanied by the processing fee: \$50 if received by CCP before 6/12/2019 or \$100 if received on or after 6/12/2019. **No refund of tuition or deposit will be given after 5pm on July 12, 2019. Failure to give proper notice will result in fees being charged for the 2 weeks or forfeiture of fees.**

LATE PICK UP FEES There is a late penalty of **\$2.00** for each minute after 6:00pm CCP cares for a child. This penalty is charged per child. After three occurrences of late pick-up, your child may be dropped from the program.

BOUNCED CHECK PENALTIES

A fee of \$35 will be charged for any check returned unpaid from you bank.

I have read & agree to the above:

Parent/Guardian Signature _____ Date _____