

WITHDRAW FORM

Dear Parents,

This form must be completed and returned to the Director at least 30 days prior to the withdraw date. You are obligated to continue paying fees to meet the requirement regardless of your child's attendance. There are NO adjustments for holiday closings, vacations, illness, weather, or unforeseen closings. All fees are non-refundable and you are committed to the entire month.

The security deposit will be applied to your last month's tuition, EXCLUDING May or June. The deposit will not be credited unless this form is completed as stated. If you are planning an extended leave, you must continue to pay tuition in order to keep your child enrolled; otherwise you MUST complete this form. Once withdrawn from our program, your child's space becomes available to others.

If space is available upon return a new registration fee of \$50.00 and security deposit will be required prior to returning. We hope you have enjoyed our school, and we look forward to seeing you again.

Very Truly Yours,
Mrs. Lori, Owner

Received By Director	Date
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I plan to withdraw my child _____
First and Last name

from the school on _____
Last date of attending the center

Parent Signature	Date
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Reason for withdraw: _____.