

### Tuition Payment Policy

Please be reminded that our yearly tuition is conveniently divided up into 9 equal installments due no later than the 15th of the month prior to attendance. The 1st month's tuition (September) is due by May 15th, our 2nd month's tuition (October) is due by September 15th with last payment for May's tuition made by April 15th .)

#### Payments can be paid by:

1. Zelle-Country Children's House, Inc., email teacherrjb@comcast.net
  2. Check (made to CCH or Country Children's House, Inc.) or cash. You may send payment into school with your child attached to their school bag with the provided binder clip.
  3. Mail- CCH 4283 E. 191st St, Westfield, IN 46062
- \*There will always be a reminder posted on the monthly calendar, however, we do not send out invoice reminders.\*

#### LATE CHARGES-AFTER THE 15TH

- Payments made by the 20th will be charged an additional \$10.00.
- Payments made by the 25th will be charged an additional \$20.00.
- Payments made by the 30th will be charged an additional \$30.00.
- Payments made after the 30th will be charged an additional \$40.00.

If no payment is received by the end of the month CCH is entitled to ask you to withdraw your child from our program.

Thank you in advance for your prompt payments.