



To Parents of:

_____ enrolled at _____
Name of Student School

in _____
Grade or Program

We note that you have not responded to our Fee Reminder Notice sent to you last month. Please remit \$_____ immediately to clear this account or complete, sign the following and return the form to the school.

Contract for Payment

1. The undersigned hereby agrees to pay the above fees for instructional materials in respect of the above-named student for the current school year.
2. The undersigned further agrees to pay the above fees as follows (check one):

- a. payment in full by December 15.
- b. monthly installment payment of \$ _____
(note: the minimum monthly payment is 10% of the outstanding fee)

Note: To support parents who encounter financial hardship, the Principal can reduce the fee required. A fee reduction request to the principal must be in writing and include the amount of reduction requested. In addition, you may wish to speak to the principal about your specific situation.

_____ Date

_____ Signature of Parent