



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

July 10, 2017

Re: Change in payment policy

Dear Parents/Guardians:

The YMCA of Metro Jackson has implemented a change in our child care payment policy. This policy will go into effect when the new program year begins at each site.

Our new policy states that all childcare payments must be made via weekly bank draft. We will no longer offer the year round level billing option, or monthly bank draft options.

An additional change of our payment policy states that any payment not received on time will result in a \$40 late fee being added to your account.

If for any reason you are unable to pay via weekly bank draft, you must pay your fees for the month on the first day of the month. Payments not received by 6:01 pm on the first of each month, will be considered late. As stated above, all payments not received on time will result in a \$40 late fee being added to your account.

If your payments are made through the State Childcare Certificate Program, copayments are due by 5<sup>th</sup> of the month. Any unreimbursed fees are due by the 15<sup>th</sup> of the following month. If these payments are not received on time, a \$40.00 late fee will be added to your account.

The YMCA reserves the right to suspend services for any account on which payments are not made on a timely basis.

Respectfully,