



# 2010-2011 Great Adventures Payment Plan Agreement Form

If you are paying in full at the time of registration do not complete this form.

Payment Plan: \_\_\_\_\_ Initial

- **\$75.00 non-refundable Registration Fee due at the time of registration will go towards the entire program fee.**
- **Payment types accepted:** Check, Cash, Money Order, VISA, MASTERCARD, or DISCOVER.
- **Paying via Check / Money Order:** Please make payable to the PLAINFIELD PARK DISTRICT.
- **How to pay:** In-person, by mail, 24 hour drop box.
- **Mailing Payments:** if you are mailing your payment make sure it arrives on or before the due date. If it is received in the mail after the due date then it is considered late.
- **Invoices will not be sent.**
- **We do not accept payments over the phone.**
- **See Payment Plan Policy: Late fee of \$25.00**

**Payment Due Dates:**

\$75.00 Registration Fee Due at the time of registration.

Payment #1: April 15, 2010

Payment #2\*: May 15, 2010

Payment #3 June 15, 2010

Payment #4: July 15, 2010

Payment #5\*: August 15, 2010

Payment #6: September 15, 2010

*\*If payment due date falls on Saturday or Sunday payment is due on Monday. No exceptions.*

**2-Day Program Payment**

Resident: \$141.00 | Non-Resident: \$217.75

Program Fee: R \$921.00 | NR \$1,381.50

**3-Day Program Payment**

Resident: \$172.00 | Non-Resident: \$264.25

Program Fee: R \$1,107.00 | NR \$1,660.50

**Payment Plan Policy: Late Fee of \$25.00 per participant \_\_\_\_\_ Initial**

The Payment Plan Policy states that payments must be made on or before the close of said business day listed above. If payments are not received on or before due date and/or are not the correct amount a late fee of \$25.00 will be assessed to your account. If a check is returned to us for any reason, there will be an NSF fee of \$20.00 and the payment will be considered late. Once the late fee is assessed, you will have five (5) days to remit payment plus late fee. If after five (5) days your account has not been brought up-to-date, your child will be removed from the Great Adventures Program for Preschoolers. Late Fees are non-refundable.

**NSF Fees: All NSF Checks will incur an additional and non-refundable charge of \$20.00.**

**\$75.00 Registration Fee is non-refundable.**

**Great Adventures Refund Policy:** Refund/Transfer requests may be made up to five (5) business days prior to the start of a class. A \$5.00 service charge will be deducted from all refunds except for those canceled by the Park District. Refund requests received after the deadline will be honored only for certified medical reasons or moving from the district and will be prorated from the last date attended and/or date the documentation (doctor's note, closing papers/transfer letter) is received. Registration Fee, Late Fee, and NSF Fee are non-refundable.

By signing below I have read and agree to abide by the payment plan I have selected and understand the payment plan policy, registration fee, NSF fee, and refund policy.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

1<sup>st</sup> Child's Name: \_\_\_\_\_ 2<sup>nd</sup> Child's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

All information will be kept confidential. If you have any questions, please do not hesitate to call the Plainfield Park District at (815) 436-8812.

**FOR OFFICE USE ONLY:** Date: \_\_\_\_\_ Make a copy for Customer (initial): \_\_\_\_\_

Registration Fee\*: \$75.00 Payment #1: \_\_\_\_\_ Payment #2: \_\_\_\_\_ Payment #3: \_\_\_\_\_

\*Non-Refundable

Payment #4: \_\_\_\_\_ Payment #5: \_\_\_\_\_ Payment #6: \_\_\_\_\_



Plainfield Park District ~ 23729 W. Ottawa Street ~ Plainfield, IL 60544 ~ Ph: 815-436-8812  
Business Hours: Mon. – Thurs. 8:30 am to 6:00 pm, Fri. 8:30 am to 4:30 pm; Closed Sat. and Sun.

**PLEASE RETAIN FOR YOUR RECORDS.**