



July 2, 2015

Dear Daycare Parents:

A daycare Annual User Fee is assessed each year for the use of District facilities until the year 2023. The Board has agreed to hold the User Fee at \$800 per child for this coming school year.

The Annual User Fee for each child may be paid in two installments of \$400 each. The first payment is due no later than August 7, 2015 with the second payment due no later than December 18, 2015. Please be aware that your child will not be allowed to attend daycare without payment of the User Fee. District 219 employees may elect to have the Annual User Fee deducted from their paychecks. Please complete the attached form and forward with any payments to:

Niles Township High School – D219  
Attn: Jean Hedstrom – DAYCARE  
7700 Gross Point Road  
Skokie, IL 60077

Payment of \$800 per child is required whether your child is in attendance for only a portion of the school year. No refunds of the Annual User Fee will be allowed.

Wishing you and your child a positive experience at the Children's Learning World daycare program!

Sincerely,

Eric Trimberger  
Assistant Superintendent for Business

**NILES TOWNSHIP HIGH SCHOOLS – DISTRICT 219**  
**ANNUAL USER FEE AGREEMENT – FY16**

PLEASE PRINT

Parent/Employee Name: \_\_\_\_\_

**Daycare Location:**  North  West Number of children enrolled: \_\_\_ at \$800/child = \_\_\_\_\_

*Please select from the following payment options:*

- Payment via payroll deductions - 20 pay periods (**District 219 employees only**)
  
- Payment in full of \$800 per child (Payment due: August 7, 2015)
  
- Payment in installments of \$400 per child (Payments due: August 7 and December 18, 2015)
  - Check      OR       Credit Mastercard/Visa/Discover

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Payable to: Niles Township H.S. – D219

Credit card # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

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**Employee Payroll Deduction Authorization:**

I authorize **Niles Township High Schools – District 219** to deduct \$ \_\_\_\_\_ from my annual wages to be used for payment of the Annual User Fee for families enrolled in Children’s Learning World at Niles North and Niles West High Schools. (LATE REGISTRATIONS: The amount deducted will be based on the number of pay periods remaining at the time of registration.) Employee ID: \_\_\_\_\_

*Please note that if an employee separates from service prior to full payment of the Annual User Fee, the remaining amount due will be deducted from the final paycheck. The full amount can be repaid in full at any time.*

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I agree to pay the required Annual User Fee for the 2015-2016 school year of \$800 per child. I understand that:

- full payment is required whether my child is in attendance only for a portion of the school year
- the User Fee is non-refundable
- my child will not be allowed to attend CLW Daycare without prior payment of the User Fee

Parent/Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_