



Request for Change of Days

I, _____, parent of _____ in
Print Your Name Print Child's Name

Classroom # _____ request a change in the days my child attends care from

_____ to _____. I would like this
Current Days Desired New Days

change to begin _____.

I understand the Child Enrichment Center requires a two-week notice for any changes to my child's schedule and is based on space availability. I am aware of the \$10 administration fee that will be added to my bill to make this change.

Parent Signature

Date

Director/Asst. Director Signature

Date