



Belvedere Tiburon Child Care Center
 1185 Tiburon Blvd. Tiburon, CA 94920
 Office/ Reed Site: (415) 435-4366 FAX: (415) 435-0943
 Bel Aire Site: (415) 381-2243
 btccc@btccc.org

CHANGE OF SCHEDULE FORM

Child's Name	Program			
	PS	K	AS	BA
	PS	K	AS	BA
	PS	K	AS	BA

Any schedule change, depending on the availability of space or withdrawal from the program should be made at least **30 days in advance with a written notice**. Changes become effective only at the beginning of the month. Only two schedule changes per year are allowed.

NEW SCHEDULE – DAYS AND HOURS

Start Date: / 01 / 2017 New Tuition \$

Monday	Tuesday	Wednesday	Thursday	Friday

I would like to inform you of my child's withdrawal from the BTCCC.

His/her last day will be on .

Any amount payable must be paid to the BTCCC promptly within the next billing cycle after withdrawal from the program. The BTCCC reserves the right to refuse future service to families who leave with an outstanding balance.

Parent's Signature

Date

By signing here, you are consenting to the use of your electronic signature in lieu of an original signature on paper.

Director's Signature

Date