

**Lake Hills Montessori – Austin**

**Tuition Agreement Form**

Return to: Sandra Karnstadt, Director  
3930 FM 620 South, Austin, TX 78738  
(512) 263-5585 Fax: (512) 263-9948

I/We \_\_\_\_\_, parent or guardian of the student,  
\_\_\_\_\_ agree to pay \$ \_\_\_\_\_ monthly tuition  
for child care at Lake Hills Montessori, starting on \_\_\_\_\_.

I/We understand that this amount is due and payable by the 5th day of each month. If my child is absent when fees are due, I/we will either pay in advance or bring fees to the school on or before the due date. I/We also understand that there will be no reduction in fees due to absences or vacations. Lake Hills Montessori will not refund or reduce any part of the tuition or other charges because of dismissal, absence or withdrawal of a student.

I/We understand that the above amount is subject to periodic increases and agree to pay the new amount upon written notification of the increase by Lake Hills Montessori.

I/We understand and agree that there will be a late payment fee of \$10.00 per day beginning on the 6th day of each month when payment has not been received.

I/We further agree to pay a late charge of \$10.00 per hour for pick up after the scheduled pick up time, \_\_\_\_\_ pm. This will not be prorated therefore, if you use 10 minutes of the hour you will be charged the same amount as you would if you use 50 minutes of the hour. Late fees can be added to your tuition or paid separately. Any parent arriving after 6 PM will be charged a \$50 late fee.

There will be a \$35 charge for all returned checks. Two returned checks will result in your account being placed on a “cash only” basis.

I/We agree to give Lake Hills Montessori 30 days **written** notice prior to termination of this child care agreement.

LHM has an annual supply fee of \$800 per child; you can either pay in full September 1<sup>st</sup> or break this into two payments of \$400 due in September and January. An additional \$150 will be due in June for children enrolled in June and July.

\_\_\_\_\_  
Parent/Guardian and Date



[www.lakehillsmontessori.com](http://www.lakehillsmontessori.com)