



2026-28 W. Belmont Ave  
Chicago, IL 60618  
(773) 270-4696

### **LATE PICK UP FEE ACKNOWLEDGEMENT**

Parents are expected to pick up their child by 6:00 p.m. A late fee of \$15.00 will be charged for pick-up between 6:00 p.m. – 6:15 p.m. After 6:15 p.m. a late fee of \$1.00 per minute will be charged for children remaining at the center after closing. This is strictly enforced. The fee is paid to the staff member on duty and is due when the child is picked up.

In the event that your child is still at the center at 6:30pm and we have not heard from you, we will take the following steps (in order):

1. Attempt to reach you at home, work or school.
2. Call the people listed on the Emergency Information Form as “persons to contact.”
3. Call the authorities.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_