



Sunny Faces Day Care, 30 Harefield Drive, Etobicoke ON, M9W 4C9 (416 744 0778)

SUMMER WITHDRAWAL

Sunny Faces is a **12-month child care operation**. Space is **not** held for any missed days or withdrawal purposes during the year. Fees are processed and directly debited from your account on the 1st day of each month. Fee withdrawals may be delayed 24-48 hours for banking and or administrative interruptions.

A minimum of one month (20 business days) written notice is required for any withdrawal from the program.

Sunny Faces registration is open to the public on a first-come, first-served basis. If you are withdrawing your child from the program for the summer, there is no guarantee that space will be available in the fall (September).

Sunny Faces does offer existing families a *'first right of refusal'* option. For example, if you are withdrawing your child/ren from the program for the summer months, and your space is needed for a new registering family, you will be contacted and offered to return to the program and or forfeit your space. If a family cannot be reached or does not return our call within 24 hours after the initial call, the space will be deemed forfeited. A new registrant then has 24 hours after accepting the space to become fully registered.

If you have any questions, please feel free to contact management at 416 744 0778.

Thank you,

Management