



# PREFERRED

## CHILDCARE

### OUT OF TOWN FEES & POLICIES

Effective: August 2023

#### **1. Registration Fee.**

The Client shall have a waived registration fee if their main property address is more than 60 miles outside of PCI's service area,

#### **2. Hourly Rate.**

The Client shall pay PCI Thirty-Six Dollars (\$36.00) per hour of childcare services provided by a ChildCare Specialist. There shall be a four (4) hour minimum charge for all bookings.

#### **3. Black-Out Dates.**

Service is not guaranteed on New Year's Day, Valentine's Day, Easter, Mother's Day, Memorial Day, Father's Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, or New Year's Eve. All requests for these dates will be handled on a first-come, first-served basis. The hourly rate shall be Forty-Six Dollars (\$46.00) per hour of childcare services.

#### **4. Additional Charges.**

There shall be an additional two dollars (\$2.00) per hour charge for Clients with 4 children. There shall be an additional four dollars (\$4.00) per hour charge for Clients with 5 children. For Clients with 6 or more children, two Childcare Specialists will be required.

#### **5. Booking Minimums.**

There shall be a four (4) hour minimum charge for all bookings. If the Client cancels the services of a ChildCare Specialist within forty-eight hours (48) of the ChildCare Specialist's expected arrival the booking minimums will still apply.

#### **6. Payments.**

The Client shall keep a credit card number or bank account number on file with PCI. PCI shall charge the Client's credit card or draft from the bank account number for the time set forth on the time sheet signed by both the Client and the ChildCare Specialist. For clients choosing to pay via auto-draft from a bank account, no processing rate will apply. For clients choosing to pay by credit card, there will be a 3% processing fee upon each invoice.

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### **7. Last-Minute Care.**

If the Client needs child care services with less than forty-eight (48) hours prior notice, the Client will pay an additional backup care fee of twenty-five dollars (\$25.00) if PCI is able to match the Client with a Childcare Specialist. If you are using our VIF membership for part-time care, please communicate with our agency if your ChildCare Specialist calls out directly to you for any reason so that we may update our confirmation system and provide a potential replacement if needed.

### **8. Late Fee.**

For Clients choosing to pay by credit card or automated draft, you are required to keep PCI informed of any account changes. Updates that are not given to PCI within 5 days of invoice dates are subject to a twenty-five dollar (\$25.00) Late Fee.

### **9. Replacement Policy- Guaranteed Sitting.**

If a ChildCare Specialist has been placed with your family within the guaranteed time frame and can no longer fulfill the requirements of the position, Preferred ChildCare will make every effort to replace this candidate to the best of their ability, however, a replacement sitter is not guaranteed.

### **10. Revision of Fees and Policies Hereunder.**

PCI may revise this Fee and Policy Schedule from time to time upon notice to the Client.