



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OF THE PALOUSE SUMMER DAY CAMP PAYMENT POLICY

Please note that the YMCA of the Palouse payment policy has been updated as of April 3, 2017. Please contact the Y with any questions regarding payment at (509) 332-3524.

### PROGRAM RATES

Please visit our website at [www.palouseymca.org](http://www.palouseymca.org) for current program rates.

### ANNUAL FAMILY MEMBERSHIP FEE

Program participants are subject to an Annual Family Membership fee that covers all household members across all Y programming. Beginning April 3, 2017, Annual Family Membership fees are \$50.

### PART-TIME AND HALF-DAY ENROLLMENT

Participants enrolled in part-time and half-day care who exceed the allotted amount of care per week will be charged the full-time rate.

### DISCOUNTS

The Y offers full-summer discounts of 15%. Monthly discounts are offered at 10%. Early weekly registration discounts are offered at 10% for registrations and payments that are completed at least one month prior to the start of Summer Day Camp.

### CHANGES AND CANCELLATIONS

The Y must be notified of all attendance changes and cancellations by the Wednesday before the intended week of attendance. Campers who arrive late, depart early, or miss days are not granted pro-rated fees or refunds.

### WITHDRAWALS/REFUNDS

If you wish to withdraw your child(ren) from pre-registered Y programming, written notice must be submitted to the Y at least 2 weeks prior to the last day of attendance. The Y provides roll-over credit for future YMCA of the Palouse programming upon written request. Refunds may be issued upon written request, and are subject to a \$25 service charge. Refunds are processed within 30 days from receipt of written cancellation. Campers who arrive late, depart early, or miss days are not granted pro-rated fees or refunds. Refunds will not be issued to campers who have been suspended or disenrolled from camp due to behavior problems.

### PAYMENT

Payment for upcoming period of attendance is due by the Wednesday before the intended week of attendance. Invoices are sent out upon request.



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### LATE PAYMENTS

Payment is due the Wednesday before the intended week of attendance. Failure to pay will result in disenrollment until accounts have been paid.

### LATE PICK UP/EARLY DROP OFF FEES

Participants arriving before 8:00 AM or picked up after 5:00 PM will be charged the extended hour weekly fee. Extended hours are offered from 7:00 – 8:00 AM and 5:00 – 6:00 PM, for an additional \$20 weekly fee for either mornings or evenings, or a \$40 weekly fee for both. If your child is picked up after the extended hour closing time of 6:00 PM, a fee of \$10 per child is due for every 5 minutes, without prorating.

### NON-SUFFICIENT FUNDS

All payments returned for non-sufficient funds are subject to a \$30 fee.

### PAYMENT METHODS

For the safety of children and staff, payment will not be accepted at program sites. The following methods are available:

- Mail or drop off payment to the Y office:
  - Address: 105 NE Spring Street, Pullman, WA 99163
  - Our office hours are Monday-Friday, 9:00 AM – 5:00 PM. If our office is closed, please put your payment through the door slot.
- Pay by credit card at the Y office or over the phone. We accept Visa, MasterCard, Amex, and Discover.
- Pay online at [www.palouseymca.org](http://www.palouseymca.org).
  - Click on the appropriate program, and at the top of each program page, click on the "Make a Payment" button.
  - Please note that your payment confirmation email will mark your payment as a donation.

### RECEIPT REQUESTS AND TAX CREDITS

A print out of year-to-date payments may be available to you upon request. Please allow 10 business days to process any payment information requests.

### FINANCIAL ASSISTANCE AND STATE FUNDING

The Y is able to offer our programs at affordable rates for all thanks to the generous donations from friends, families, and fundraising efforts. This ensures that no one is turned away due to an inability to pay, as long as funds and space are available. The Y provides Financial Assistance on a case-by-case basis and also accepts DSHS subsidies. Information on YMCA of the Palouse Financial Assistance can be found at [www.palouseymca.org/programs/financial-assistance.html](http://www.palouseymca.org/programs/financial-assistance.html). For additional information on DSHS assistance, call the local office at (800) 557-9671 or visit [www.washingtonconnection.org](http://www.washingtonconnection.org). The Y's DSHS provider number is: 040901.