Tahoma School District Number #409
Maple Valley, Washington
Extended Enrichment Childcare Program
Vacation/Withdrawal Form

- To receive credit for vacation, a vacation form must be completed and submitted at least 7 days prior to the date of vacation. **A minimum of one scheduled operating week must be missed. Credit is given at the rate of ½ the charge of the operating week. (No credits will be given for absence during break periods.)**
- To ***WITHDRAW*** from the program this form must be submitted at least 2 weeks prior to the date of withdrawal***.*** Those who fail to do so will still be responsible for that amount of tuition.
- Allow 30 days for processing a refund or credit.

Child's Name	Parent's Name	Daycare Site
Child's Name	Parent's Name	Daycare Site

_____ Will not attend the Extended Day Program from _____ through _____ due to vacation.
Date Date

_____ Will no longer be enrolled in the Extended Day Program as of _____.
Date

Reason for withdrawal _____

_____

_____ _____
Parent/Guardian Signature Today's Date

Return completed form to:
Tahoma School District
Extended Enrichment Program
25720 Maple Valley-Black Diamond Rd SE
Maple Valley, WA 98038

Office Use:
Date Received: _____
Received by: _____