

**2022 Summer Registration Application**  
**June 27-July 29**  
**9:00-1:00**

THE PRESCHOOL and KINDERGARTEN AT RIVA TRACE - The P@RT and K@RT

Name of Child _____	Date of Birth _____
Home Address _____	Gender Boy _____ Girl _____
City _____ Zip _____	Home Phone _____
Mother's Name _____	Father's Name _____
Mother's Cell Phone _____	Father's Cell Phone _____
Mother's Work Phone _____	Father's Work Phone _____
Mother's Email _____	Father's Email _____

Grade/Class child will be entering in the fall: \_\_\_\_\_  
Are there any special needs for your child (e.g., ECI, speech, occupational or physical therapy, diet, allergy)? If yes, please note here: \_\_\_\_\_

**Fee Information:**

A 10% discount in tuition will be given to families with more than one child enrolled.

A non-refundable supply fee is due by **June 1, 2022** equal to \$3 per day of attendance.

Payment is laid out in a daily amount of \$45/day. It is non-refundable. Payment is due in full by **June 17, 2022**.

**Payment Information:**

We accept checks and credit cards (Visa, MasterCard, Discover, or American Express) online via our website. Please do not send in payments with your child or give your payment to a staff member. Mail your payments to: Riva Trace Baptist Church, 475 West Central Avenue, Davidsonville, Maryland 21035 Attn: Preschool Accounting Department or you may use the drop box in the Preschool office. Please be sure to write your child's name and class in the memo field of your check. At this time, we do not accept cash payments. Please feel free to contact the Finance Office ([jandino@rtbc.org](mailto:jandino@rtbc.org)) to discuss any questions or concerns you may have.

A \$25.00 fee will be charged for every returned check.

**General Information:**

Failure to make payments will result in the child's enrollment being cancelled.

We do not issue payment books. Tax Statements will be given upon request.

We do not make any tuition reductions due to extended absences of your child.

Please be prompt at dismissal time as tardiness may cause anxiety in your child. Parents who do not pick up their children by dismissal time will incur an overtime charge as outlined in the parent handbook. If there is a consistent issue with tardiness at dismissal time you will be contacted by the Director or a Pastor, and childcare charges may be applied.

The Preschool will observe State of Emergencies/Stay at Home orders as issued by the government. Prolonged closures may result in a change of tuition charged. Notification will come from the Director via email.

If there is a problem with non-payment, delinquent payments, or returned checks you will be contacted by the Director and a Pastor. We reserve the right to remove a child for non-payment of tuition and fees.

The Maryland Immunization Certification, Health Inventory Form, Emergency Card, Covid Waiver, Financial Agreement, Registration Application, Mission and Philosophy Statement, Permissions, and Discipline Form must be completed and on file **before** a child may attend. Current students with completed paperwork for the 21-22 SY do not need to new paperwork for the Summer Program.

I have read and understood the above statements and accept the terms for the 2022 Summer program.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_



475 West Central Avenue Davidsonville, MD 21035  
[thepreschool@rtbc.org](mailto:thepreschool@rtbc.org)

410-798-4868 ext. 123

