



**NOTICE OF TERMINATION FOR CHILDCARE SERVICES
FOR PAST DUE FEES/NON ATTENDANCE
PARENT NOTICE**

Dear Parent/Guardian:

- The Early Learning Coalition of the Nature Coast has been notified by your current child care provider that you have past due parent fees. Non-payment of parent fees is a reason for suspension of subsidized child care services. You may not transfer your child(ren) until you resolve this issue with your caregiver.

Please Note: The Early Learning Coalition of the Nature Coast may terminate your eligibility for child care thirty (30) days from the child care provider's signature date on the notification of non-payment form. If the outstanding parent fee balance is not paid to your child care provider by _____, your eligibility for School Readiness services may be terminated on this date.

In no case shall a parent/guardian be responsible for more than 30 days past due parent fees.

- Your School Readiness provider contacted the Coalition to inform us that you have not used School Readiness Services for five (5) days, with no contact. As a result, your School Readiness services will be terminated on _____. Please contact the Coalition in writing if you need services to continue. Appeals will be considered if the non-use of services is for a valid reason.

ELCNC Authorized Staff

Date

ELCNC use only:

Copy: Client File

Provider

Parent/Guardian

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