

Please fill in the form and return it with full payment. I have paid by (please tick one of the following) No child will be booked in without a completed booking form and full payment in advance.

- Amount paid by Debit Card £ _____ / Reference Number _____
- Amount paid by child care voucher £ _____ / Voucher number or date paid into account _____ Voucher Company Name _____ (If paying by childcare vouchers this can take up to one working week to reach us and a further 3 days to clear in our account, please ensure this payment is set up in time if you want to qualify for the early bird discount).
- Amount paid into Activetime children's activities Ltd Account: **40-23-13** sort code-**22130645** Account Number. Date Paid in: _____ Amount paid in £ _____. (Please reference your child's name)
- I wish to pay as you go, I understand this needs to be paid no later than the Wednesday the week before I wish the child care to start. Date of first payment _____ Amount £ _____.

Cancellations policy Afterschool club/Holiday Club: NO refunds for any cancellations once a completed booking form and payment has been received. Any changes to your booking will incur a minimum £10 administration fee. Credit notes may be issued in mitigating circumstances, this will be down to the manager's discretion.

I (Print Name) _____ Sign _____ Date _____.

Our Booking charges for Norbury, Alpha Prep, Quanton Hall children:
£11 Registration fee per child. (One off payment)
All bookings include a healthy snack, water, milk or juice. Please see notice board for weekly snack menu.

Early Bird discount price only: The following prices apply if you pre-book and pay in full for your child's space before the early bird cut off date: HAND IN BY MONDAY 20TH OCTOBER FOR THE EARLY BIRD PRICES – PAYMENT TO BE MADE BY FRIDAY 24TH OCTOBER 2014 TO RECEIVE THE EARLY BIRD DISCOUNT.

Less than 3 days a week is £11.50 a session from 3.00pm – 6.00pm.

3 days a week or more - £11 per session from 3.00pm – 6.00pm.

The following prices apply if you book and or pay for your child after the above dates or if you pay on a weekly basis: if you choose to pay as you go your child's space is not guaranteed until the payment is in made in full which needs to be done on the **Wednesday of the week before.**

Less than 3 days in a week is £13.00 a session from 3pm – 6pm (£13.50 if you book with less than 24 hours notice)

3 days a week or more - £12.00 per session from 3pm – 6pm (£12.50 if you book with less than 24 hours notice)

All siblings will receive a sibling discount: 5% off second child when booked and paid together (2nd sibling is the one that attends the least number of sessions)

Office use :

Date received _____ Staff Sign _____

Booked in by _____ Staff Sign _____

Payment received Date: _____ Type: _____ £ _____

Payments Outstanding £ _____

Confirmation of booking sent: Date _____ By: Staff Name _____