

Date _____.

Dear _____,

Please accept this letter as notice of termination of care for
_____.

Care is terminated effective _____
.

Reason Given:

Violation of contract or parent handbook.

NSF Checks

Parent/Provider Differences

Child Behavior

Other _____
_____.

Notice Given

As per our contract agreement, I am providing a _____ week notice and last day of care will be _____. Your \$_____ deposit will be credited towards your last fee due on _____.

Immediate Termination, your Deposit WILL WILL NOT be refunded.

I wish you and your family all the best.
Sincerely,

Provider

Date