

Newport Parks & Recreation

## **Payment Plan Application**

Thanks for your interest in Newport Parks & Recreation programs. Our policy requires payment in full at time of registration for all programs. As a service, Payment Plans can be arranged to allow participants to register prior to full payment based on specific terms. Payment Plan terms must be met completely for a participant to remain in good standing. If terms are not met for any reason, enrollment will be terminated immediately. Please read the payment plan terms carefully and complete the form below. Once completed, please submit for approval. Checks can be made payable to Newport Parks & Recreation.

## **Payment Plan Terms**

- A 25% deposit of total programs fees is required at time of registration to your reserve space(s) in the program(s).
- Post-dated checks must be submitted at time of registration for each payment of the remaining balance.
- · Payments will be kept in our safe and deposited automatically on Monday mornings according to the schedule below. Checks should be post-dated to reflect the dates listed on your schedule. Alternative deposit dates will not be accepted.
- Payment plans must be scheduled such that each program is paid in full by the start date. Payments scheduled after the cut-off will not be accepted unless approved in advance.
- If a check is returned due to insufficient funds, or the terms of this contract are not met for any reason, enrollment in unpaid programs will be terminated immediately. Participants can be reenrolled once full payment is received in the form of cash or money order.

## A

Primary Guardian Signature:

| rogram Name(s):  otal Cost: \$  Deposit Paid at Registration (25% Minimum): \$  lumber of Payments Requested:  Payments will be deposited on Monday mornings only. Please use this calendar below to form your payment schedule.  Be sure that the dates on your checks match the dates selected below. Alternative check dates will not be accepted.  Deposit Date: Amt: Check# May 24 \$ # July 19 \$ #  EXAMPLE \$ 55.00 # 532 May 31 MEMORIAL DAY July 26 \$ #  First Deposit \$ # June 7 \$ # August 2 \$ #  April 19 \$ # August 2 \$ #  April 26 \$ # June 14 \$ # August 2 \$ #  April 26 \$ # June 21 \$ # August 16 \$ #  May 3 \$ # June 21 \$ # August 16 \$ #  May 10 \$ # July 5 \$ # August 23 \$ #  May 10 \$ # July 5 \$ # August 23 \$ #  May 17 \$ # July 12 \$ #  EVERY PROGRAM MUST BE PAID IN FULL BY THE PROGRAM START DATE  Usehold Information  NT CLEARLY © PRINT CLEARLY © PRIN  | hild/Participant Na  | me(s):  |                                |            | de Stiffe | E PETER  |  |         |                 |  |
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Submit completed application to: Newport Parks & Recreation, ATTN: JKB, 222 Main Street, Newport VT 05855