



Payment Agreement

This agreement is between Little Llama Montessori Academy and the parent or guardian whose signature appears below. The parties here to accept the following terms and conditions governing the child's enrollment at the school. This is a legally binding document please read the document carefully before signing it.

1. The parent or guardian agrees to enrol his or her son/daughter (name of child) _____ for the _____ school year.
2. Both parent(s) or guardian(s) and child agree to adhere to all policies, rules and regulations of the school as outlined in the parent handbook and the policies and procedures manual. All manuals are located on the website at www.littlellamamontessori.com or you can request a emailed copy. Refusal to comply to the policies places the child's school placement agreement in jeopardy.
3. The parent or guardian agrees to pay the full tuition and all fees for the program in which his or her child is enrolled in accordance with the published schedule of tuition and fees for the above academic year.
4. The parent or guardian understands and agrees that the child is enrolled for the entire school year (12 months) and that the parent is liable for the entire year's tuition and fees upon the signing of this agreement. Notice of withdrawal from school is required in writing, two full months in advance. If you fail to provide notice of withdrawal, you will remain responsible for the fees for the following month, regardless if your child attends or not.
5. The parent or guardian agrees to turn autopay on and keep autopay turned on in the HiMama billing platform. This ensures that payments to LLMA are paid on time. Parents will notify LLMA if at any time they decide to make any changes or need to turn autopay off.
7. LLMA agrees that the tuition may be paid in one of the following manners;
 - a. One lump sum payment for the intended school year (a 5% discount will be applied) insert the amount of the lump sum payment (12 months of tuition less 5%) _____
 - b. The enrollment fee and first month's tuition in one initial payment followed by a monthly instalment plan beginning on the first month of enrolment. Insert monthly payment amount _____
7. The parent or guardian agrees that if the payment is not made in accordance with this agreement, the school shall have the right to refuse to admit the child to class.
8. The agreement is for one year only and is not bidding until returned by the parent or guardian with the required signature.
9. Upon signing this agreement, the parent or guardian agrees to pay the non-refundable enrollment fee of \$100 and the agreed upon tuition schedule outlined above.

Date _____ Name of Parent or Guardian _____ Signature _____

Date _____ Little Llama Montessori Academy Signature _____



Pre-Authorized Direct Debit

Please complete the Pre-Authorized Direct Debit (PAD) Plan agreement below.
I/we authorize Little Llama Montessori Academy and the financial institution designated (or any other financial institution I/We may authorize at any time) to withdraw funds from my bank account. This authority is to remain in effect until Little Llama Montessori Academy has received written notification from me/us of its change or termination.

DATE: _____

Name(s): _____

Type of Service: Personal ____ Business _____

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone Number: (Bus.) _____ (Res.) _____

Financial Institution (FI): _____

FI Account Number: _____ FI Transit Number: _____ -
(branch -5 digits; FI – 3 digits)

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Authorized Signature(s): _____

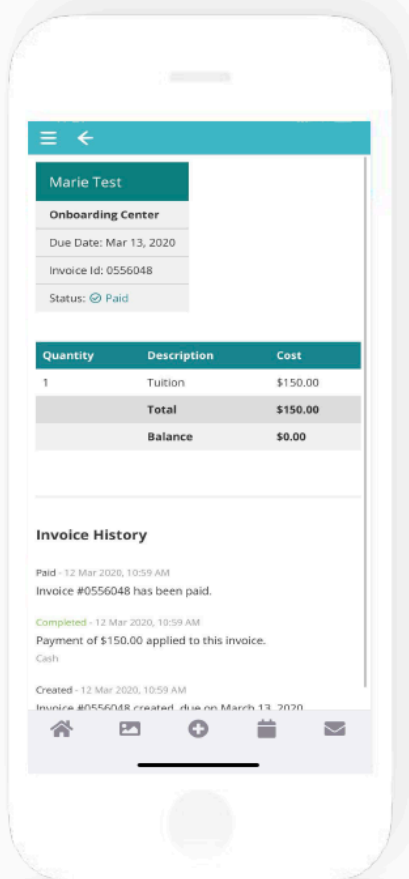
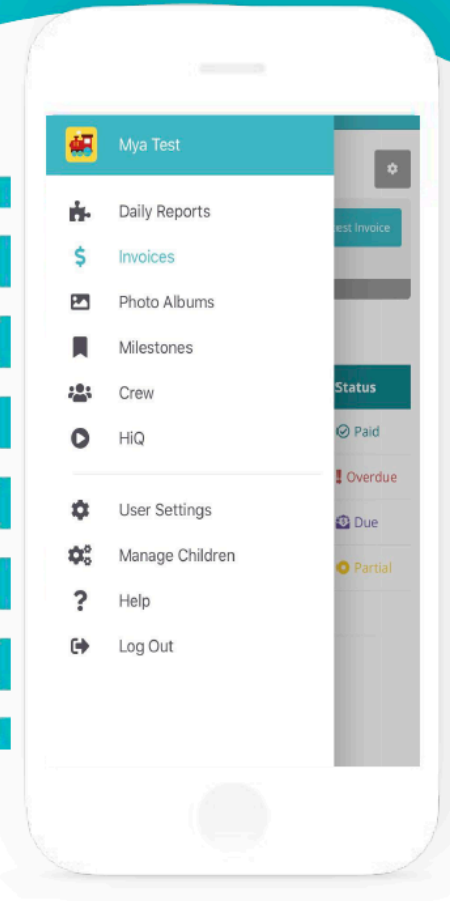
Little Llama Montessori Academy
368 11th street Courtenay BC CA V9N 8Z1

Review your child care invoices through HiMama!



How does it work?

You can now easily view your invoices from the HiMama app or website by clicking on the 'Invoices' page. You will be able to see the due date, total, and current status of your invoices.



From here you can view the specific details of each invoice.



If you find there are any discrepancies with your invoices, please contact your center.

