



## Payment Addendum - 2022-23 Academic Year & Summer Camp

- Tuition Payments are due by 6pm (close of business) on the Friday prior to the week that my child(ren) will attend The A.R.T.S. programming. If I cannot remit the payment by that day, I will make every effort to notify the Owners, Amiri & Cindy Richardson-Keys, prior to the due date. Please be aware that if payment is made after 6pm (there is no grace period), a \$40 late payment fee will automatically be applied to the account and your child(ren) will not be permitted to attend programming for the upcoming week if payment is not received upon drop off on Monday morning.
- A \$20 per child late pickup fee will be assessed when I have not picked my child(ren) up by close of business (there is no grace period). Please speak with the Owners/Directors if there are any concerns.
- If my child(ren) will not attend The A.R.T.S. programming for a week, I will notify the Directors at least two weeks before the absence will occur except in the case of emergency (please see the Directors for a case-by-case approval of emergencies). **No additional exceptions apply.**
- Payment can be remitted in cash, check, money order, electronic payment via our website, [www.theARTSrva.com](http://www.theARTSrva.com) (Visa & MasterCard accepted), Zelle (8046582614), CashApp (\$theARTSrva1) or automatic draft via the Brightwheel app. I understand if a check/e-payment is returned "not payable," I am responsible for an additional \$35 return check fee. Checks should be made out to **The ARTS LLC**. There is also a \$5 processing fee for payments made via PayPal or credit/debit cards online.
- When The A.R.T.S. is closed due to unforeseen circumstances or with prior notification, the Owners will determine if the closure warrants an adjustment to the weekly tuition rate. Tuition rates will only be adjusted for inclement weather at the Owners/Directors' discretion if programming cannot resume after three (3) consecutive weekdays of closing.
- Daily absences by students will not be deducted from a full week's tuition. (i.e. If your child is absent any day(s) during the week, the payment will not be applied to the next week.) Absences associated with COVID will not be deducted from your weekly tuition amount.

### Additional fees

- Account balances that are not current will be referred to a collection agency for payment. Any and all fees associated with the collection agency, courts, attorneys and accountants will be the responsibility of the responsible party for your child's account.

I, \_\_\_\_\_, maintain and acknowledge responsibility for tuition and fee payments associated with named child(ren), \_\_\_\_\_ that attend The A.R.T.S. Programming. I acknowledge and understand that outstanding balances as shown on the electronic sign-in system and tuition statements are to be paid in full or will be turned over to the responsible collections agency after 30 days of neglect to the account.

-----  
Parent/Guardian's Signature

-----  
Owner/Director's Signature

-----  
Date

-----  
Date



Amiri & Cindy Richardson-Keys, Owners | [www.theARTSrva.com](http://www.theARTSrva.com) | 10179 Hull St Rd Midlothian, VA 23112 | [community@theARTSrva.com](mailto:community@theARTSrva.com) | 804658.2614

**Please note that The A.R.T.S. is closed on the following dates during the 2023-24 Summer Camp & Academic Year:**

DATE(S)	HOLIDAY/OBSERVANCE	TUITION COST
Tuesday, July 4, 2023	US Independence Day	No reduction in tuition cost
Monday, Aug 14 - Friday, Aug 18, 2023	Summer Vacation	No tuition payment due
Monday, Aug 21 - Friday, Aug 25, 2023	PRESCHOOL & HSC CLOSED B&A will be OPEN	No tuition payment due Regular tuition payment will be due
Monday, Sept 4, 2023	Labor Day	No reduction in tuition cost
Wednesday, Nov 22 - Friday, Nov 24, 2023	Thanksgiving Break	No reduction in tuition cost
Monday, Dec 25 - Friday, Dec 29, 2023	Christmas/Kwanzaa Holiday	Tuition reduced to \$80 per child
Monday, Jan 1 - Tuesday, Jan 2, 2024	New Year's Observance	No reduction in tuition cost
Monday, Feb 19, 2024	President Day	No reduction in tuition cost
Monday, Apr 1 - Friday, Apr 5, 2024	Spring Break	Tuition reduced to \$80 per child
Monday, May 27, 2024	Memorial Day Holiday	No reduction in tuition cost
Monday, June 3 - Friday, June 7, 2024	Summer Camp Training for Staff Preschool & HSC CLOSED B&A Care open on 6/3 & 6/4 only	No tuition payment due for PreK & HSC Camp Day Tuition for B&A students