



## EXTRA DAY & HOURS FORM

Extra days and/or hours can be used for exceptional attendance of your child, if space is available and in accordance with the Director of Double Decker Kilchberg. Request must be given to the Administrative Office by the previous Wednesday and at least one (1) week prior to the desired date for planning purposes. Emergencies are accepted on short notice, pending availability. Extra attendance will be invoiced separately. Please note that requests are binding once accepted and processed. If your child cannot attend the day(s), you will still be invoiced. The request for Extra Days & Hours can be cancelled by Friday the week before the desired date without incurring a cancellation fee.

### CHILD'S INFORMATION

Child's Full Name: \_\_\_\_\_

Desired Date(s): \_\_\_\_\_

### PLEASE INDICATE EXTRA DAY / HOUR PREFERENCES BELOW (SUBJECT TO AVAILABILITY)

**NOTE: WEDNESDAY EXTRA HOURS ARE ONLY AVAILABLE UNTIL 13:15 AND 17:30**

#### EXTRA DAY/HOURS OPTIONS

#### FEES

- |   |  |
|---|--|
| <input type="checkbox"/> Late pickup penalty            | CHF 20.00 per 15 minutes (or any part thereof) |
| <input type="checkbox"/> 07:45 – 13:15 (includes lunch) | CHF 140.00                                     |
| <input type="checkbox"/> 07:45 – 15:15 (includes lunch) | CHF 185.00                                     |
| <input type="checkbox"/> 07:45 – 17:30 (includes lunch) | CHF 225.00                                     |
| <input type="checkbox"/> 13:15 – 15:15                  | CHF 70.00                                      |
| <input type="checkbox"/> 13:15 – 17:30                  | CHF 125.00                                     |
| <input type="checkbox"/> 15:15 – 17:30                  | CHF 80.00                                      |
| <input type="checkbox"/> 12:00 – 13:15 (includes lunch) | CHF 35.00                                      |

**TOTAL:** CHF \_\_\_\_\_

Comments \_\_\_\_\_

Place/Date \_\_\_\_\_ Parent's Signature \_\_\_\_\_

Place/Date \_\_\_\_\_ DD Admin Signature \_\_\_\_\_