



Attention all Parents:

Please complete the credit card form. All families must complete a credit card form to keep on file. This form will serve as a backup if a family fails to pay tuition/monthly charges, carries a high balance or has had a check returned. Families do not have to use the credit card as a form of tuition payment. If you would like to use your credit card for tuition payments/ monthly charges, please mark the space the charged card each invoice is issued. All forms must be initialed.

Credit cards that decline will have an automatic \$30.00 charge each day the credit card information is not updated. Please submit updated credit card information.

If you have questions or concerns please feel free to contact me.

Thank you.

Anithia Walker  
Learning Center Director  
301-864-2333 ext.1177  
awalker@heritagecare.org

## Credit Card Form

This is to authorize Heritage Learning Center to keep a payment on file and/or charge my credit card with information below for the payment of child care services for my child.

Child Number (office use only) \_\_\_\_\_

Card Number \_\_\_\_\_

Name Printed on Card \_\_\_\_\_

Expiration Date on Card \_\_\_\_\_

Security Code \_\_\_\_\_

Mailing Address of Card Holder

\_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Date

Please check the following and sign:

\_\_\_\_\_ (initial) Charge my card every time an invoice is issued.

\_\_\_\_\_ (initial) I understand I must keep a form of payment in my child's file in case of a returned check, failure to pay balance and/or discontinued services.

\_\_\_\_\_ (initial) I understand a declined credit card will be a fee of \$30 and charged to my child's account. Three consecutive declined transactions will result in cancelled automatic payments.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Receipt will be provided after charging your credit card and will be placed in your child's mailbox.