



Attention all Parents:

Please complete 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 returned check. 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 for charge the 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.

Krissie Bayly  
Learning Center Director  
301-779-8653  
[kbayly@heritagecare.org](mailto:kbayly@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.

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

\_\_\_\_\_  
Date

Child Number (office use only)

Card Number

Name Printed on Card

Expiration Date on Card

Security Code

Mailing Address of Card Holder

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 \$10 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.

