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| **EXTENDED DAY PROGRAM****Delinquent Account Notice** |  CPSB_primary_color.png |

**DELINQUENT ACCOUNT NOTICE**

RE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (child / children’s names)

Dear \_\_\_\_\_\_\_\_\_\_,

This letter is to inform you that your Extended Day child care fees for the above referenced child/children for the period of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** have not been paid. You now owe a total of $**\_\_\_\_\_\_\_\_\_**.

 In accordance with Calcasieu Parish School Board Policy, child care services are to be terminated for anyone with an Extended Day account that is not current.

To avoid further action and/or termination of child care services, please pay this balance in full by **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

If you have any questions regarding your account please contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Principal