



## Request for Additional Days/Times

Date of Request \_\_\_\_\_

Child (ren) Name (s) \_\_\_\_\_

Date(s) of Additional Attendance Request:

**Full Day Request** \_\_\_\_\_ **Time Child will arrive & leave** \_\_\_\_\_

**Partial Day Request** \_\_\_\_\_ **Time child will arrive & leave** \_\_\_\_\_

**If more than one day list here:**

Program/Teacher Approval \_\_\_\_\_

Director Approval \_\_\_\_\_

Approval Date \_\_\_\_\_

I understand that I will be charged the drop in rate for additional attendance requests.

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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