

# Notice of Termination of Care

Wylari

Date of notice \_\_\_\_\_  
Family \_\_\_\_\_  
Child(ren) \_\_\_\_\_  
Provider \_\_\_\_\_

This letter is formal notice that child care for the child(ren) named above will end. In keeping with the \_\_\_\_\_  
-day notice period in our enrollment agreement, the final day of care will be \_\_\_\_\_.

Reason for ending care (optional, at provider's discretion):

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

Before the last day, we will:

- ☐ Settle the account — any remaining balance (or refundable deposit) is due/returned per the enrollment agreement
- ☐ Send home your child's belongings, artwork, and any medications we store
- ☐ Provide copies of records you may need (immunization dates, attendance history) on request

Thank you for the time your family has spent with us. We're glad to answer questions about this notice or the  
transition — reach me at \_\_\_\_\_.

\_\_\_\_\_  
Provider signature & date

\_\_\_\_\_  
Parent acknowledgment & date (optional)