

**Extended Care  
Email Billing Enrollment Agreement**

**General:**

- A. The Email billing service permits Extended Care customers to receive their weekly statements through a valid Email account.
- B. Upon election to use the Email billing service, customer agrees to the terms and conditions of this agreement.

**Customer Responsibilities:**

- A. Customer agrees to check Email account weekly and pay all amounts noted in billing statements by the due date.
- B. Customer agrees to maintain a valid Email account and will notify Richmond Christian School of any changes in such account. Should a customer's Email account become invalid, or should a customer wish for their statement to be sent to a different Email account, customer will notify Richmond Christian School of such change.
- C. Customer understands that invoicing is done through Email and no paper statements are sent.
- D. Customer agrees to pay all amounts noted in billing statement, whether or not customer has received Email notification. If Email notification fails, customer is responsible for calling to retrieve balance and to report the problem.
- E. Customer acknowledges and agrees that Richmond Christian School does not guarantee that Email billing will be free of error, disruption, or otherwise.

By signing below, I agree to the terms and conditions of this agreement.

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Signature

Date

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Printed Name

Child's Name

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Email Account