



## Letter of Termination

Date: \_\_\_\_\_ Child's name: \_\_\_\_\_

Child's room: \_\_\_\_\_

Days attended: Monday Tuesday Wednesday Thursday Friday  
(please circle)

Child's last date of attendance: \_\_\_\_\_

Reason for termination: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Please Note

- When withdrawing your child from Butterfly Childcare, at least 2 weeks notice must be given.
- If 2 weeks notice is not provided then 2 weeks fees in lieu will be charged.
- Non attendance during the 2 week notice period will result in ineligibility for Child Care Benefit reduction, therefore full fees will be payable during this period.

Parent/Guardian signature

Director's signature

\_\_\_\_\_

\_\_\_\_\_