

2012 ANNUAL CANCELLATION FORM

Children cancelling the same sessions and days can be listed together. If your are cancelling more than 1 child - that was booked for a different days and sessions you will need to complete a separate form for each child.

First Name		Last Name	
First Name		Last Name	
First Name		Last Name	
First Name		Last Name	

Centre Name	
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Place an in the box next to the day and attendance type you are cancelling ie. Before School or After School

TERM 1 2012 23rd January to 30th March ▼	Please cancel my child's/ children in Term 1 from ____/____/____			
Monday's	Tuesday's	Wednesday's	Thursday's	Friday's
Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶
After School Care▶	After School Care▶	After School Care▶	After School Care▶	After School Care▶

TERM 2 2012 16th April to 22nd June ▼	Please cancel my child's/ children in Term 2 from ____/____/____			
Monday's	Tuesday's	Wednesday's	Thursday's	Friday's
Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶
After School Care▶	After School Care▶	After School Care▶	After School Care▶	After School Care▶

TERM 3 2012 9th July to 21st September ▼	Please cancel my child's/ children in Term 3 from ____/____/____			
Monday's	Tuesday's	Wednesday's	Thursday's	Friday's
Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶
After School Care▶	After School Care▶	After School Care▶	After School Care▶	After School Care▶

TERM 4 2012 8th October to 14th December ▼	Please cancel my child's/ children in Term 4 from ____/____/____ <u>We are closed on Friday 14th December for clean up</u>			
Monday's	Tuesday's	Wednesday's	Thursday's	Friday's
Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶	Before School Care ▶
After School Care▶	After School Care▶	After School Care▶	After School Care▶	After School Care▶

CANCELLATIONS AND REFUNDS

1. I understand that I will be charged for my booking if I have not cancelled in **writing** 2 full working days prior to the cancelled day.
2. I understand that Centrelink will pay Child Care Benefit for only 42 absence days each financial year. Any absences that exceed this, will be charged at the full fee unless I provide documentation that meets Centrelink requirements for additional absence days.
3. If a doctors certificate is provided in writing within 14 days of the absence Jabiru will waive your portion of the fee.

Signed : _____ Date: ____/____/____

Date/Time Received:	Received by:	Approved By:	Entered By:
____/____/____ :__am/pm			