

KEY FOB AGREEMENT



Child's Name: _____

Below is a key card and fob agreement. Please sign and return upon enrollment.

New Creations' key card and key fob are only programmed to work the days and times we are open, Monday - Friday. Safety is our first priority. You agree to not loan your key fob to any unauthorized person nor misuse in any way. Additionally, if this device is misplaced or stolen at any time, please contact your director immediately so that the fob or key can be deactivated.

Your key fob will be identified with a specific number; please do not change fobs / cards or switch your fob / card with anyone else. Misuse of the key fob will result in loss of privilege. When your child graduates our program, your card will be deactivated. Please return it to the director on your last day at New Creations.

If an authorized person is picking up your child and does not have a device, please direct them to use the doorbell to the right of the door. A staff member will then open the door for him or her.

A lost key fob or card replacement fee is \$20 and will be ACH'd upon receiving a new one.

Parent / Guardian Name	Phone Number
------------------------	--------------

Parent / Guardian Name	Phone Number
------------------------	--------------

Key Fob Number	Sign Out Date	Signature
----------------	---------------	-----------

Key Fob Number	Sign Out Date	Signature
----------------	---------------	-----------

Please return this agreement and a copy will be provided for you.