



## Important Information about your Registration

Thank you for choosing YMCA child care! As a responsible charity, the protection of your personal information is important to us. To officially secure your space in YMCA child care, you are required to provide us with a VOID cheque or a bank statement and complete a Pre-Authorized Payment form to confirm withdrawal of payments from your bank account. We will not take your credit card information from you at the time of registration.

### Change to Credit Card

We understand some families would prefer to pay their child care fees directly from their credit card monthly, so switching from bank account withdrawals to credit card withdrawals is easy!

**If you would like to switch your method of payment, please refer to the chart below and contact either Lynn Buchelt or Brooke Balsom directly.**

**Important** – please do not leave your credit card information on YMCA voicemail.

<p><b>Brooke Balsom</b> Administrator, Child Care 905-845-5597 ext. 2330 ChildCareAdministrator2 @oakville.ymca.ca</p>	<p><b>Lynn Buchelt</b> Administrator, Child Care 905-845-5597 ext. 4030 ChildCareAdministrator1 @oakville.ymca.ca</p>
<p>Abbey Lane Captain R Wilson Dr David R Williams Emily Carr Falgarwood Forest Trail Holy Family Mordon Munn's Our Lady of Peace Palermo Post's Corners River Oaks St. Bernadette St. Joan of Arc St. Michael St. Nicholas Sunningdale Waterford West Oak</p>	<p>E. J. James Eastview Gladys Speers James W. Hill Joshua Creek Maple Grove Montclair Mother Teresa New Central Oakville Trafalgar Oodenawi Pilgrim Wood Pine Grove Sheridan St. Andrew St. Dominic St. John Paul St. Luke St. Mary St. Matthew St. Marguerite St. Vincent</p>

**Transfers** – need to transfer from one YMCA location to another? Simply contact your child care director or supervisor to make your request

**Changes** – need to change a program component or days of care? Simply contact your child care director or supervisor to make your request

**Withdrawals** – please note that we require two-week written notice of a program cancellation. This allows our YMCA to ensure your payment schedule is adjusted accordingly and in a timely fashion. Please contact your child care director or supervisor

Please refer to the **Pre-Authorized Payment Plan** for more information about NSF payments, refunds and receipts

**Please visit our website to view  
the Child Care Directory!**  
[ymcaofOakville.org/child-care](http://ymcaofOakville.org/child-care)