



## Dousman Transport Co. Inc. Parent contract Agreement 2018 - 2019 School Year

Parent Contracts will be accepted and processed from August 1st through August 24th, 2018. After August 24th, no new parent contracts will be added until 1 week after school starts (September 10th). This will allow us to get the bus routes accurately in place for the start of the school year. The first week of school is very hectic and trying to add more parent contracts is difficult and time consuming. *If you want your student(s) to ride the bus on the first day of school, please have your signed parent contract to us before August 24th.*

Thank you in advance for your cooperation.

1. Transportation will not begin until a signed Parent Contract has been returned to us.
2. Fees for transportation are listed below. This is based on the number of school days in the year, divided into nine equal payments for the months of September 2018 through May of 2019. June transportation is included in the May payment. The Invoice date reflects the month prior to service. Ex. Invoice dated 10/1/18 is for November transportation service. Contracts started on or before the 15th of the month are billed at full price. Contracts started after the 15th of the month are billed at half price.
  - a. A 5% discount will be applied if you pay for a full semester in advance.
  - b. A 10% discount will be applied if you pay the full school year in advance.

# of Students	Full Day AM & PM	Half Day AM or PM	K-4 Full Day AM & PM	K-4 Half Day AM or PM
1	\$40.00	\$20.00	\$32.00	\$16.00
2	\$80.00	\$40.00	\$64.00	\$32.00
3	\$120.00	\$60.00	\$96.00	\$48.00
4	\$160.00	\$80.00	\$128.00	\$64.00
5	\$200.00	\$100.00	\$160.00	\$80.00

3. Invoices will be mailed/e-mailed on the 10th of each month for the upcoming month of transportation. Payment is due by the 25th of the month. Late payments are subject to a \$13.00 service fee &/or cancellation.
4. Credit cards may be kept on file for monthly billing. No invoice will be sent. DTC will process all credit cards on the 4th Friday of the month & then mail/e-mail a receipt. If a credit card is declined, DTC will run it again on the following Monday and add the late fee of \$13.00.
5. Checks returned for NSF (non-sufficient funds) will incur a \$25.00 service fee plus any bank service charges.
6. Routes developed and funded by the School District of Jefferson can not, and will not be changed to accommodate in town transportation.
7. Transportation service to day care providers is at the discretion of the School District of Jefferson and Dousman Transport Co., Inc. respectively.
8. Invoices reflect regularly scheduled school days for that month. Payments must be made for every planned school day regardless of days when a student may not ride the bus due to illness, inclement weather, etc.
9. Refunds for transportation payment will not be made for any reason.
10. Dousman Transport Co. may cancel any contract at its discretion. Reasons for cancellation may include:
 

District Route Changes	Overloads caused by in town students
District Policy Change:	Failure to make timely payments
Unsatisfactory Student Behavior	Failure to pay service charges for late payments
11. Dousman Transport Co. will refuse to issue a contract if a balance has been left unpaid from a previous school term. Those open item balances must be paid in full before a new contract will be issued.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### Parent contract Registration Form 2018 - 2019 School Year

#### Parent/Guardian Information

Name: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Billing Options:  Monthly (default)  Yearly (one billing for entire year)  
**NEW!!**  Electronic billing/Receipt by email  Billing mailed by Postal Service

#### Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_  
Home or Day Care: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Transportation:  AM  Noon  PM  Mon  Tues  Wed  Thurs  Fri

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_  
Transportation:  AM  Noon  PM  Mon  Tues  Wed  Thurs  Fri

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_  
Transportation:  AM  Noon  PM  Mon  Tues  Wed  Thurs  Fri

I authorize DTC to bill my credit card on the 4th Friday of each month from August 2018 thru April 2019.

Credit card billing	\$ _____
CC#	_____-_____-_____-_____
Exp	____/____ Security Code _____
Sign:	_____