



**Busy Bees Pre-School**  
**181 Elm Street, East Longmeadow, MA 01028**  
**413-525-2566**

Dear Parents,

March 5, 2018

I would like to take this opportunity to welcome you once again to Busy Bees Pre-School. Our records indicate that your child is registered for a position in our program for the 2018-2019 school year beginning this fall.

In order to save this position for your child, a deposit equal to one-month tuition is due on/before **April 15, 2018**. This deposit is non-refundable and applied toward your June 2019 tuition. Upon receipt of this tuition deposit, you will receive our *Parent Handbook, EEC Forms, and The Busy Bees Summer Newsletter*.

If you have not had the opportunity to visit with us, please call for an appointment to tour our facility and meet our staff. If you have made alternate plans for the 2018-2019 school year, please contact us so that we will be able to make enrollment modifications.

We look forward to seeing you in September and if I can be of assistance before that date, please feel free to call me. Thank you.

Sincerely,

Marna Shields

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**Complete and return with your one-month tuition payment on/before April 15, 2018. Thank you.**

**T.Th. = \$208/month**

**M.W.F. = \$284.00/month**

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Child's Name (As you'd like it to appear at Busy Bee's)

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Address

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Program Attending M W F or T TH

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Parent Email

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Parent/Guardian Signature

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Date