

# CHILDREN'S DAY OUT PROGRAM WITHDRAWAL FORM

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Today's Date: \_\_\_\_\_

Name of Child: \_\_\_\_\_

Day Child Attends: \_\_\_\_\_

Date of Withdrawal: \_\_\_\_\_

Reason for Withdrawal: \_\_\_\_\_

*At Children's Day Out, we continually strive to improve our program. Therefore, if you have any recommendations that will help us to improve, we would greatly appreciate it.*

Suggested Program Improvements/Changes: \_\_\_\_\_

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

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## OFFICE USE ONLY:

Date and initials of person receiving form: \_\_\_\_\_

Night Clean-up completed \_\_\_\_\_

Volunteer Job completed \_\_\_\_\_

Duty Days completed \_\_\_\_\_

Fundraising completed \_\_\_\_\_

Meeting Attend. completed \_\_\_\_\_

Treasurer notified \_\_\_\_\_

President notified \_\_\_\_\_

Registration Officer notified \_\_\_\_\_

Teachers notified \_\_\_\_\_

Email Liaison notified \_\_\_\_\_

Night Clean Coord. Notified \_\_\_\_\_

Roster Parent notified \_\_\_\_\_

Volunteer Coord. Notified \_\_\_\_\_

Security Officer notified \_\_\_\_\_

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## TREASURER'S USE ONLY:

Refund Cheque Issued: Y / N

Cheques Returned: Y / N

Date of Refund Cheque: \_\_\_\_\_

Date Cheques Returned: \_\_\_\_\_

Cheque Number: \_\_\_\_\_

Cheque Numbers: \_\_\_\_\_

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