

Date:

Dear Parents,

We greatly appreciate your choice to send your children to [Name of Daycare Center] and value the time we get to spend helping them learn and grow. We also recognize that childcare is a huge cost for parents and aim to keep our fees as low as possible.

In the last year, we have looked for many avenues of financial support that allow us to bring on the best staff and expand our programs for your children. However, to maintain this quality of care, we also have to continue to pay for resources and competitive salaries for staff.

As a result, we are planning a tuition increase that will be effective from [Date]. All fees will increase by [Amount]%.

Based on your child's attendance, your new monthly payment will be $[Amount] (or $[Amount] per day). As usual, your monthly payment should be made on [Date] of each month.

To acknowledge this new rate, please return a copy of this letter complete with your signature, printed name and date to the daycare office by [Date].

If you have any questions, please don't hesitate to reach out to the office at [Email Address] or [Phone Number]. We appreciate your understanding in this matter.

Sincerely,

[Name of Daycare Center]