

Change of Booking or Cancellation of Booking

(Please circle)

*Please note two weeks' notice is required for a change or cancellation of permanent booking to avoid paying fees.

| | |
|--------------------------------------------------|--|
| OSHC Centre Name | |
| Parent Name | |
| Child Name | |
| Effective Date of Change or Cancellation: | |
| Today's Date | |

Current Attendance Details (Please tick boxes)

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------|--------|---------|-----------|----------|--------|
| Before School | | | | | |
| After School | | | | | |

New Attendance Details (Please tick boxes)

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------|--------|---------|-----------|----------|--------|
| Before School | | | | | |
| After School | | | | | |

Signed:

Date: