



TRANSPORTATION SERVICES

Enrollment & Service Agreement

ONE-WAY	ROUND-TRIP
\$30	\$60
PER DAY	PER DAY

Transportation is available à la carte. Families do not need to be enrolled at a Best Childcare Centers location to request transportation service. Service is scheduled based on availability, route capacity, safety requirements, and the information provided in this packet.

SERVICE REQUEST	TRIP TYPE
☐ AM Transportation ☐ PM Transportation ☐ AM & PM Transportation	☐ One-Way — \$30/day ☐ Round-Trip — \$60/day

1. CHILD & FAMILY INFORMATION

Child's Full Name: _____

Date of Birth: _____

School / Daycare: _____

Grade / Classroom: _____

Parent / Guardian: _____

Primary Phone: _____

Email: _____

Alternate Phone: _____

2. SERVICE SCHEDULE

Requested Start Date: _____

Frequency: ☐ Recurring ☐ Occasional / As-Needed

AM Pickup Window: _____

PM Drop-Off Window: _____

Days of Service: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

☐ Other: _____

TRANSPORTATION ROUTE INFORMATION

Please provide complete, accurate addresses. This information is used to build the child's transportation route.

PICKUP LOCATION

Address: _____

City / State / ZIP: _____

School / Daycare Name: _____

Requested Pickup Time: _____ AM / PM: _____

Entrance / Building / Classroom: _____

Pickup Instructions:

DROP-OFF LOCATION

Address: _____

City / State / ZIP: _____

Authorized Receiving Adult: _____

Relationship to Child: _____ Phone: _____

Requested Drop-Off Time: _____ AM / PM: _____

Entry / Access Instructions:

AUTHORIZED RELEASE PERSONS

List every person who may receive the child at drop-off. BCC will not release a child to an individual who is not authorized.

1. Name: _____ Relationship: _____ Phone: _____

2. Name: _____ Relationship: _____ Phone: _____

3. Name: _____ Relationship: _____ Phone: _____

TRANSPORTATION POLICIES

Please read carefully before signing. This agreement establishes the conditions under which Best Childcare Centers, LLC provides transportation.

1. Service & Scheduling

Transportation is a premium, separately contracted service. Service is subject to route availability, vehicle capacity, staffing, weather, school schedules, and safety considerations. A submitted request does not guarantee service until BCC confirms the route and start date.

2. Rates & Payment

Transportation is billed per child, per service day. One-way transportation is \$30/day. Round-trip transportation is \$60/day. Rates apply regardless of the distance traveled unless BCC provides a separate written quote. Payment is due according to the billing schedule established by BCC.

3. Pickup & Drop-Off

Parents/guardians are responsible for providing accurate addresses and instructions. Children must be ready at the designated pickup location during the assigned pickup window. BCC may be unable to wait for a child who is not ready, and missed service may remain billable.

4. Authorized Release

At drop-off, BCC will release the child only to an authorized receiving adult listed by the parent/guardian, unless BCC has received and verified a lawful written change or other required authorization.

5. Safety & Conduct

Children must follow transportation safety instructions, remain properly secured as required, and behave in a manner that does not create a safety risk. BCC may suspend or terminate transportation when a child's conduct, an adult's conduct, or another condition creates a safety concern.

6. Communication & Changes

Parents/guardians must promptly communicate schedule changes, school closures, address changes, authorized-person changes, or other information that could affect transportation. BCC may require advance notice for cancellations or route changes.

7. Delays & Emergencies

Traffic, weather, road conditions, school dismissal delays, vehicle issues, and other circumstances may affect pickup or drop-off times. BCC will communicate material delays when reasonably possible. Safety takes priority over maintaining an exact schedule.

8. Medical / Special Information

Parents/guardians must disclose information that BCC reasonably needs to transport the child safely, including mobility, behavioral, communication, or other transportation-related needs. Transportation arrangements must be appropriate to the child's needs and applicable requirements.

9. Independent Service

Transportation may be purchased by families whose children attend a BCC center, another childcare provider, a school, or another approved location. Use of transportation does not by itself establish enrollment in any BCC childcare or educational program.

PARENT / GUARDIAN ACKNOWLEDGMENT

I certify that the information provided in this packet is complete and accurate. I understand the transportation rates, scheduling requirements, pickup/drop-off procedures, authorized release requirements, and safety policies. I authorize Best Childcare Centers, LLC to provide transportation for my child according to the service selected and confirmed by BCC. I understand that transportation is a separate service and may be modified, suspended, or discontinued when necessary for safety, operational, or compliance reasons.

Parent / Guardian Name: _____

Signature: _____

Date: _____

BCC Representative: _____

BCC Signature: _____

Date: _____

For BCC Administrative Use Only

Service Confirmed: ☐ Yes ☐ No	Route Assigned: _____	Start Date: _____
Billing Setup: ☐ Complete ☐ Pending	Driver / Route: _____	Vehicle: _____
Notes: _____		