

# Payment Options



## Pay at the Program

Your Site Director can swipe your Visa or Mastercard payments on-site.



## Sign Up for Automatic Recurring Payments

Call 850-479-7814 or email [billing@csacc.com](mailto:billing@csacc.com) a **request to sign up** for Automatic Recurring Payments! An invitation to sign up for recurring payments can be texted and/or emailed directly to you.



## Online Parent Portal

Visit our Parent Portal online at [MyProcure.com](http://MyProcure.com) and pay online! Access your account anytime to make a payment using a Visa or Mastercard, view your tuition charges & payments, and print tax statement summary reports! *Please note: To access MyProcure.com, CSACC will first need your email in our system.*



## Procure Childcare App

Pay when its convenient for you using the Parent Childcare App! Download from the Apple, Amazon, or Google Play Store. Initial sign up will require a code which we send you.



## Pay at our Administrative Office

### In-Person

Cash, check, and debit/credit cards (Visa or Mastercard) are accepted in-person at the CSACC Administrative Office during the regular business hours.

### By Mail

Check and Money Order can be mailed to: Creative School Age Child Care, Inc.

*Attn: Billing Dept. 9510 Chandler Street Pensacola, FL 32534*

### Over by Phone

Call (850) 479-7814. Best time to reach us is from 8 AM – 1 PM.

*Thank you for allowing us to serve your family!*

Tuition is due on the first (1<sup>st</sup>) business day of the week. If payment is not received by the second (2<sup>nd</sup>) business day of the week, a late fee will be charged to your account on the third (3<sup>rd</sup>) business day. There are NO deductions for absences; however, if your child attends full time and is absent for a full week, you can request to pay half of your regular tuition (limited to two weeks per school year). Processing Fees may be applied to all credit card payments.