



NAEYC Late Fee Form

INSTRUCTIONS

Programs submitting accreditation forms with a postmark up to one (1) calendar month beyond a deadline have the opportunity to include a late fee of \$125 along with the submission of the original accreditation form. If your program has already submitted the original form, and still needs to submit a late fee, please complete this form and submit it to NAEYC with your program's late fee payment.

PROGRAM INFORMATION

Program Name:	Program ID#:
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LATE FEE

please indicate which accreditation form this late fee applies to:

<input type="checkbox"/> Application	<input type="checkbox"/> Candidacy Materials
<input type="checkbox"/> Annual Report	<input type="checkbox"/> Intent to Renew
<input type="checkbox"/> Renewal Materials	<input type="checkbox"/> Options form

PAYMENT INFORMATION

Choose ONE method of payment and include applicable information below.

Check

Check Number:

Name on Checking Account:

Attach check to this form
If check is sent under separate cover, program ID number or other identifying information must be included on the check.

Purchase Order

Purchase Order Number:

Name on Purchase Order:

Attach purchase order to this form.
If purchase order is sent under separate cover, program ID number or other identifying information must be included on the purchase order.

Credit Card

VISA MasterCard Amex

Credit Card Number:

Credit Card Expiration Date: Month: Year:

Name on card/checking account or purchase order holder:

Card billing address:

City:	State:	Zip:
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Country:

Signature:

Programs who do not wish to provide their credit card information at this time may pay by phone, 1-800-424-2460, option 3, option 1.

SUBMISSION INSTRUCTIONS

Mail completed form to: NAEYC Academy Attn: Accreditation Operations 1313 L Street NW, Suite 500 Washington, DC 20005-4101	Email completed form to: accreditation.information@naeyc.org	Fax completed form to: (202) 232-1720
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