

**WAITLIST AGREEMENT**

Below are the Terms and Conditions of the Waitlist Agreement:

1. Your child's name will be kept on the Waitlist EtonHouse Pre-School Zhong Hua for a period of six (06) months from the date of this Waitlist Agreement.
2. A *Reservation Fee* amounting to S\$ 535 will be collected.
3. Within the six (06) month period of being on the Waitlist,

3.1 If a place is offered to your child and is accepted with the submission of duly completed registration / application, enrolment and all related documents to EtonHouse within two (02) weeks of offer,

- a. the *Reservation Fee* will be converted to *Registration / Application & Enrolment Fee*.
- b. the *Refundable Deposit (if applicable)*, *Capital Levy (if applicable)*, *Student Insurance (if applicable)* and *School Fees* are received by EtonHouse.

3.2 If a place is offered to your child and the parents do not register within the two (02) weeks of offer, the place will be offered to the next eligible child and 50% *Reservation Fees* will be forfeited and 50% returned to parents.

3.3 If parents write in to withdraw their child's name from the Waitlist before the six (06) months validity period is over, the full *Reservation Fees* will be forfeited.

4. If there is no vacancy available after the six (06) months period, your child automatically goes into the Waitlist for another six (06) months under the same conditions unless specified otherwise by the parents. If parents choose to withdraw from the Waitlist, the *Reservation Fees* will be returned in full.

I agree to abide by the Terms and Conditions of this Waitlist Agreement.

Name of student on Waitlist: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date

Parent's Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

—

Email Address: \_\_\_\_\_

**For Official Use**

Amount Collected: S\$ \_\_\_\_\_ / Cheque No.: \_\_\_\_\_

Official Receipt No.: \_\_\_\_\_

Attended By: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**WAITLIST TERMS AND CONDITIONS AGREEMENT**  
**FOR OFFICE USE ONLY**

Class offered \_\_\_\_\_ by end of \_\_\_\_\_  
(DDMMYYYY)

**Acceptance of Vacancy**

Date of Offer: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Child's Start Date: \_\_\_\_\_

**Rejection of Vacancy**

Date of Rejection: \_\_\_\_\_ \*After / Before offer

Reservation Fee Forfeited: \_\_\_\_\_ Date: \_\_\_\_\_

**No Vacancy (end of 6 months)**

Reservation Fee Returned: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Signature of Administrative Staff: \_\_\_\_\_

Date: \_\_\_\_\_