

**ADDITIONAL HOURS TO BE CHARGED**

NURSERY/CENTRE NAME	
CHILD'S NAME	
D.O.B	

PERIOD COVERED Please enter date of additional hours								
ADDITIONAL /ACTUAL HOURS Please detail <b>all</b> hours attended by child on this day by ticking the correct start and finish times	START	✓	FINISH	✓	START	✓	FINISH	✓
	8am		12pm		8am		12pm	
	12pm		1pm		12pm		1pm	
	1pm		5pm		1pm		5pm	
			6pm				6pm	
For office use: COST								
Customer number								
Date invoice issued								

<b>OTHER INFO CHANGING (i.e. address, child's name etc)</b>	
PREVIOUS	CHANGED TO

Parent / Carer Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please scan to [earlyyears@eastdunbarton.gov.uk](mailto:earlyyears@eastdunbarton.gov.uk) or put in the school wallet to Early Years & Childcare, Southbank House as soon as possible to ensure accounts are raised timeously and correctly.**