How to Read Your Invoice

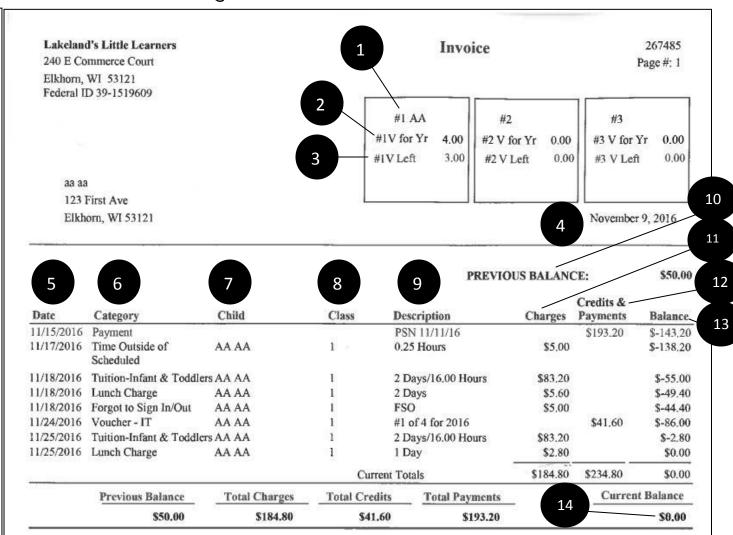
## This simple guide details our improise and payment process for tuition and other charges at LLL.

- 1)#1 AA: This box is where you see information on vouchers for each child. The child's name will be abbreviated. If you have one child only box 1 will be completed.
- 2) #1V for Yr: This is the number of vouchers child #1 is currently eligible for.
- **3)#1V Left:** This is the number of vouchers left for credit.
- **4) Date:** The date the invoice was created.
- 5) Date: Contracted tuition hours and lunch charges are noted for the whole week by the Friday date. Other charges are noted by the date of service. Payments are dated when deposited.
- **6) Category:** The description of the service.
- a. Time Outside of
  Scheduled fees
  indicate you dropped
  your child off early or
  picked up late.

or late payment fees if applicable.

Have a great week everyone!!

There is no school for any EASD students on Nov 23-25.



This is your invoice for Nov 14-18, dated 11/18/16 and for Nov 21-25, dated 11/25/16, plus any late pick-ups for the past 2 weeks

- **7) Child:** The child for which the service was for.
- **8) Class:** The child's abbreviated classroom name.
- **9) Description:** Description of the transaction such as:
- a. PSN: Payment Service
  Network is a third party
  payment processor. The date
  under the description is the
  date the transaction was
  made.
- b. FSO: Failed to Sign Outc. FSI: Failing to Sign In.
- 10) Previous Balance: Not relevant! This is the amount provided that was due or credit on the date the ledgers are printing back to.
- **11)Charges:** The total fee for the service for that date.
- **12)Credits & Payments:** Credits may include vouchers for days your child is not in school. You must request vouchers.
- **13)Balance:** The running total.
- **14)Current Balance:** The amount due by Fee Friday at 5 pm (may include a past due amount).
- **15)Notes:** Important information regarding your invoice. Here we also include reminders about days off school and special events.

## Payment Service Network

Pay by credit card, check or savings

PAY BILLS ONLINE by check or savings. Go to lakelandslittlelearners.com Click on the bill payment link. You will go to our payment processor's website where you should register and make your payment.

PAY ON MOBILE DEVICE by check or savings. Download "PSN Payments" from the App Store or Google Play. Note register online before using the app.

**CALL TO PAY** by credit or debit card. 1-866-917-7368.

Convenience fees apply: \$1.00 for checks and savings online; or \$6.00 for credit and debit card phone payments.

**PAY IN PERSON:** You may pay with cash or check at the LLL office with no additional fee.