MultiCare ➕
Yakima Memorial - Early Learning Center

Waiting List Procedure

Thank you for your interest in the MultiCare Yakima Memorial Early Learning Center. Here are some important things to know about our waiting list and enrollment process.

- To put your child's name on the waiting list, simply complete the waiting list form and send it to the ELC with a non-refundable $25.00 per child placement fee.

- For infants, this form can be accepted <u>ONE</u> month prior to the due date or later.

- Your child's name will go on the waiting list according to the date submitted.

- Once a space becomes available for your child you will be notified and have one week (7 days) to accept or decline the space.

- If you have not enrolled your child within the one week window, we will remove him/her from the waiting list and offer the available opening to the next person on the list.

- In order to be put back on the waiting list, you will need to complete a new form and send in with another $25.00 waiting list fee.

Feel free to contact us at any time with waiting list or enrollment questions.

Email: ashleywoodall@yvmh.org or mikealallenbaugh@yvmh.org

Phone: 575-8288 (Main Center) or 576-7748 (Creekside)

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Waiting List Form

Please return this form with a non-refundable $25.00 per child placement fee to add your child's name to the waiting list.

Send form to:
MultiCare Yakima Memorial – ELC
2811 Tieton Drive
Yakima, WA 98902

Child's Name: _____ Birthdate: _____
Last   First   Middle

Child's Name: _____ Birthdate: _____
Last   First   Middle

Child's Name: _____ Birthdate: _____
Last   First   Middle

Preferred Start Date: _____/_____/_____

Parent/Guardian Name (Memorial Employee): _____

Department: _____ Work Phone Number: _____

Home Phone Number: _____ Cell Phone Number: _____

Mailing Address: _____
City   State   Zip

Email Address: _____

Check the schedule option you are interested in:

☐ 5 days/week   ☐ 4 days/week   ☐ 3 days/week   ☐ 2 days/week

_____   _____
Parent Signature   Date

Office Use Only
Date Received: _____ Received By: _____
☐   Payment Received