

St. Matthew's School
Preschool and Kindergarten
Teaching From the Heart

**Monthly
Coupons**

Dear Parent,

Below are your monthly coupons for the remainder of the school year. Please make checks payable to *St. Matthew's School* and submit by the 5th of each month. Any payments not received within 5 days of the due date will be charged a \$15.00 late fee. Checks can be delivered to the school or mailed to 2440 Conestoga Road, Chester Springs, PA 19425.

Please note: the payment coupons are in reverse order this year. Please start at the END of the list and work your way forward.

Thank you and please direct any questions or concerns to Sandy Elkins at 610-458-3381. For your records, our Tax ID number is: 23-2353937

Sincerely,
Sandy Elkins

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After May 10)
Total Enclosed: _____
Invoice Period: May
Due Date: May 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After April 10)
Total Enclosed: _____
Invoice Period: April
Due Date: April 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After March 10)
Total Enclosed: _____
Invoice Period: March
Due Date: March 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After February 10)
Total Enclosed: _____
Invoice Period: February
Due Date: February 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After January 10)
Total Enclosed: _____
Invoice Period: January
Due Date: January 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After January 10)
Total Enclosed: _____
Invoice Period: December
Due Date: December 5

Child's Name: _____
Amount Due: _____
Late Fee: \$15.00 (After January 10)
Total Enclosed: _____
Invoice Period: November
Due Date: November 5

Child's Name: _____

Amount Due: _____

Late Fee: \$15.00 (After January 10)

Total Enclosed: _____

Invoice Period: October

Due Date: October 5

Child's Name: _____

Amount Due: _____

Late Fee: \$15.00 (After January 10)

Total Enclosed: _____

Invoice Period: September

Due Date: First Day of School