

Student's Name: _____

The Putney School Summer Programs
STUDENT SPENDING MONEY & CHARGE ACCOUNTS

FOR PARENT /GUARDIAN TO COMPLETE

Return to The Putney School Summer Programs

Elm Lea Farm, 418 Houghton Brook Rd., Putney, VT 05346 – Fax (802) 387-6216

An allowance of spending money is suggested while students are at The Putney School Summer Programs. There are several all-campus outings, field trips during workshops, and a bookstore/post office/student bank on campus which offers art supplies, snacks, Putney t-shirts and sweatshirts, water bottles, stamps, envelopes, phone cards, etc. Students may charge at the bookstore/post office/student bank against their spending money account, and they may also withdraw spending cash for outings. In order for a student to withdraw cash or charge items, money must be deposited into their account prior to or upon arrival on campus.

Most families find that \$150 is sufficient spending money for a three-week stay, but this amount is only meant to serve as a guideline. To minimize loss of theft, we discourage students from keeping cash in dorm rooms. The Putney School Summer Programs cannot be responsible for lost, stolen or misplaced personal items, including money, while students are on campus. Any cash that students bring with them should be deposited with the Business Manager and will be added to the student's account.

All spending money and bookstore/post office/bank transactions, including the initial deposit of funds, are recorded on the student's tuition statement. Cash withdrawals and purchases are both deducted from the spending account. These are not separate accounts. The Business Manager maintains a running account balance. If necessary, parents/guardians may call the Business Manager to deposit extra funds or limit withdrawals during their child's stay.

Any funds remaining in student accounts are refunded by check, sent together with a final reconciliation statement within two weeks after the end of each session.

PARENTS/GUARDIANS: Please indicate your preferences concerning spending accounts.**CHECK ONE OPTION:**

- I would like to deposit \$_____ now (please include check or credit card information) to open a spending & cash account for my child while he/she is in residence at The Putney School Summer Programs. (Make checks payable to The Putney School Summer Programs.)
- I will send my child with cash, traveler's checks or a personal check to be deposited upon arrival on campus. (Traveler's Checks may be cashed at the student bank as needed.)

CHECK ONE OPTION:

- My child may withdraw in cash or spend on purchases up to 1/3 of the total spending account per week during their stay
- My child may have access to as much of their spending account balance in cash or charges as they wish up to the limit of their account.
- Other: _____

If you have any questions, please contact Wendy Wilson, Summer Programs Business Manager:
 Email: wwilson@putneyschool.org Phone: (802) 387-6276