



Terms and Conditions for Payment Processing

Thank you for choosing TinyTots for your payment processing needs. By processing payments through our website, you agree to the following terms and conditions:

1. **Accepted Forms of Payment:** The only accepted forms of payment on the TinyTots website are cash and e-payment methods, specifically GCash. We do not accept checks, money orders, or other forms of payment.
2. **Payment Authorization:** By initiating a payment transaction on the TinyTots website, you authorize TinyTots to process the payment using the payment information provided by you.
3. **Payment Security:** TinyTots employs industry-standard security measures to protect your payment information. However, you acknowledge that electronic transactions inherently carry some level of risk, and TinyTots cannot guarantee absolute security.
4. **Refunds:** In the event that you require a refund for a payment made through the TinyTots website, you must coordinate directly with the preschool or educational institution associated with the payment. TinyTots will not process refunds directly. Refund requests are subject to the refund policies of the preschool or educational institution. And please note that any concerns related to payments or any other financial matters should be addressed directly between the user and the preschool. The System serves as a platform for managing preschool-related activities and does not mediate financial transactions or disputes between users and preschools. We encourage users and preschools to coordinate directly with each other to resolve any payment or financial concerns.
5. **Excess or Insufficient Payments:** In the event of an overpayment, where the amount paid exceeds the required payment amount, the excess amount will be credited and deducted from the next payment due. Conversely, if the payment made is less than the

required amount, the remaining balance will be added to the next payment due. This ensures that your account remains accurately balanced without additional transaction fees.

6. Accuracy of Information: You are responsible for ensuring the accuracy of the payment information provided during the transaction process. TinyTots is not liable for any errors or discrepancies in the payment information provided by you.

7. Authorization for Charges: By providing your payment information and authorizing a payment transaction on the TinyTots website, you certify that you are authorized to use the selected payment method and that the payment information provided is accurate and up to date.

8. Transaction Confirmation: Upon successful completion of a payment transaction, the payment will be received by TinyTots, and it will be pending confirmation by the school administrator before it is reflected as completed or paid in the system. Please await confirmation from the school administrator. Once confirmed, you may receive a notification or confirmation email from TinyTots. Please retain this confirmation for your records.

9. Dispute Resolution: Any disputes or concerns regarding payment transactions processed through the TinyTots website should be addressed directly with the preschool or educational institution involved.

10. Modification of Terms: TinyTots reserves the right to modify these Payment Processing Terms and Conditions at any time. Any changes will be effective immediately upon posting on the TinyTots website.

By processing a payment through the TinyTots website, you acknowledge that you have read, understood, and agree to be bound by these Payment Processing Terms and Conditions.

If you have any questions or concerns regarding payment processing on the TinyTots website, please contact us at **tinytotsphorg@gmail.com**.