



Principal: Ken Smith

DIRECT DEBIT BY INSTALLMENT

Request and Authority to debit the account named below to pay

PIMPALA PRIMARY SCHOOL

Direct debit by instalment is a banking facility which has been implemented in schools to assist families in paying school related debts (for example: Materials and Services Charges) in instalments from their nominated account over a specified period. This requires a parent to complete an agreement with the school that allows for a specified amount to be deducted from their nominated bank account or credit/debit card on a periodical basis (weekly, fortnightly or monthly) until their total debt is paid. All Debts must be finalised by 7th July 2017 (end of Term 2)

Childs Name		Invoice #	
Request and Authority to debit	Your Surname _____ Your Given names _____ "you" request and authorise PIMPALA PRIMARY SCHOOL to arrange, through its own financial institution, a periodic debit to your nominated account in accordance with the instructions below. Periodic Payment Amount: \$ _____ Number of Periodic Payments _____ Frequency of Periodic Payments: <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly Date of First Periodic Payment: ____/____/____ All Debts must be finalised by 7th July 2017 (end of Term 2)		
Insert the name and address of financial institution at which your account is held	Financial institution name _____ Address _____		
Insert details of account to be debited	Name/s on account _____ BSB number (Must be 6 digits) _____ - _____ Account number _____ This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated above and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.		
OR			
Insert details of card to be debited	Name/s on card _____ Card number _____ Expiry Date _____ / _____		
Acknowledgement	By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing debit arrangements between you and insert debit user name as set out in this Request and in your Direct Debit Request Service Agreement. All Debts must be finalised by 7th July 2017 (end of Term 2)		
Insert your signature and address	Name: _____ Phone _____ Address: _____ Signature: _____ Date: ____ / ____ / ____		