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## 2023 PAYMENT PLAN AGREEMENT FORM

Family Name			Date	
Residential Address				
Suburb			Post Code	
Phone Number Home		Mobile		
Email Address				
Student Name		Student Name		
Student Name		Student Name		

Payment plans are established and organised to ensure you meet your financial obligations to the School.

**All Parent/Guardians must complete this form and return to the Finance Office by 24 November 2022.**

<b>Payment Section</b> – Please select your preferred payment option  <input type="checkbox"/> 1 instalment – February <input type="checkbox"/> 4 equal instalments – February, May, August, November, due in <b>Wk 4</b> of each term <input type="checkbox"/> 44 equal weekly payments – January to November <input type="checkbox"/> 22 equal fortnightly payments – January to November <input type="checkbox"/> 10 equal monthly payments – February to November <input type="checkbox"/> Ongoing payment plan – I do/do not have an ongoing payment plan but I would like to enter one using my Direct Debit/Credit card agreement details provided in 2021. I understand that if I choose this option, my payments will continue and remain in place until I/we provide written notification to cease payments. Any overpayments on my account will be applied to the following year School Fees & Charges. <input type="checkbox"/> Request to meet with Business Manager to discuss, best contact number Ph _____		
<b>Intended Payment Method</b> – Please select one of the options  <input type="checkbox"/> Please use my Bank Account details on file for direct debit <input type="checkbox"/> Please use my Credit Card details on file for credit card instalments		
<input type="checkbox"/> BPay <input type="checkbox"/> Direct banking/EFT <input type="checkbox"/> Cash/Cheque/Eftpos	<input type="checkbox"/> QKR! <input type="checkbox"/> Credit Card	

Whilst considering your options, we encourage you to contact the Business Manager, Jamie Andrews should you feel that there may be circumstances that will make it difficult for you to satisfy your fee commitment in 2023.

I/We \_\_\_\_\_, acknowledge that I/We are responsible for payment of fees and charges.

Signed \_\_\_\_\_ Signed \_\_\_\_\_

Please save this form and email to [accounts@sflockleys.catholic.edu.au](mailto:accounts@sflockleys.catholic.edu.au)