



# Court Grammar School

INTEGRITY • HUMILITY • COMMUNITY

## DIRECT DEBIT AUTHORITY - 2023

I/We request Court Grammar School to arrange for funds to be debited from my/our nominated account at the financial institution shown below according to the Drawing Details specified below. I/We have received a copy of the Direct Debit Request (DDR) Service Agreement.

|                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Parent/Guardian Name                                               |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Students name(s)                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Address                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Name of Financial Institution                                      |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Branch                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| BSB number                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Account number                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Name of Account                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Payment Option<br>(Equal Instalments. Please tick one option ONLY) | <ul style="list-style-type: none"><li>○ Weekly 40 Payments 17 Feb to 17 Nov - Fri</li><li>○ Weekly 40 Payments: 21 Feb to 21 Nov -Tues</li><li>○ Fortnightly 20 Payments 17 Feb to 10 Nov</li><li>○ Fortnightly 20 Payments 24 Feb to 17 Nov</li><li>○ Monthly 10 Payments 17 Feb to 17 Nov</li><li>○ Monthly 10 Payments: 1 Mar to 1 Dec</li><li>○ By Term 4 Payments<br/>17 Feb, 5 May, 4 Aug, 20 Oct</li></ul> |
| Start Date                                                         | / / 2023                                                                                                                                                                                                                                                                                                                                                                                                          |
| Amount of Payment                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Signature(s) x 2 if joint account                                  |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Date of this authority                                             | / / 2023                                                                                                                                                                                                                                                                                                                                                                                                          |

**PLEASE BE ADVISED THAT IF SUFFICIENT FUNDS ARE NOT AVAILABLE AT THE TIME OF DIRECT DEBIT, WE WILL PASS ON ANY BANK CHARGES ASSOCIATED WITH A RETURN.**

## CUSTOMER DDR SERVICE AGREEMENT

### OUR COMMITMENT TO YOU

This document outlines our service commitment to you, in respect of the Direct Debit Request (DDR) arrangements made between Court Grammar School and you. It sets out your rights, our commitment to you and your responsibilities.

Initial terms of the arrangement

In terms of the Direct Debit Request arrangements made between us and signed by you, we undertake to periodically debit your nominated account for the agreed amount as authorised in the direct debit schedule.

### DRAWING ARRANGEMENTS

- The first drawing under this Direct Debit arrangement will occur on the nominated day.
- If any drawing falls due on a non-business day, it will be debited to your account on the next business day following the scheduled drawing date.
- We will give you at least 14 days' notice in writing when changes to the initial terms of the arrangement are made. This notice will state any changes to the initial terms.

### YOUR COMMITMENT TO US

It is your responsibility to ensure that:

- Your nominated account can accept direct debits (your financial institution can confirm this)
- On the drawing date there are sufficient cleared funds in the nominated account
- You advise us if the nominated account is transferred or closed.

If your drawing is returned or dishonoured by your financial institution it will not be reprocessed. Any transaction fees payable by us in respect of the above may be claimed by the School from you.

### TO GUIDE YOUR DIRECT DEBIT PAYMENTS

In the table below a breakdown of the payment calculated using the 3 direct debit options is illustrated.

For example: **A family with a student in Year 4 choosing to pay school fees by direct debit can choose the following payment methods:**

- 40 weekly payments of \$131.50 per week or,
- 20 fortnightly payments of \$263.00 per fortnight or,
- 10 monthly payments of \$526.00 per month.

| Year        | Tuition         | Building Levy | Resource Levy | Weekly (Fridays) | Fortnightly (Fridays) | Monthly (17 <sup>th</sup> ) |
|-------------|-----------------|---------------|---------------|------------------|-----------------------|-----------------------------|
| Pre-Kindy   | 1,280.00        | 450.00        | 55.00         | 44.65            | 89.25                 | 178.50                      |
| Kindy       | 2,140.00        | 450.00        | 160.00        | 68.75            | 137.50                | 275.00                      |
| Pre-Primary | 3,180.00        | 450.00        | 160.00        | 94.75            | 189.50                | 379.00                      |
| Year 1      | 3,220.00        | 450.00        | 160.00        | 95.75            | 191.50                | 383.00                      |
| Year 2      | 3,320.00        | 450.00        | 160.00        | 98.25            | 196.50                | 393.00                      |
| Year 3      | 4,300.00        | 450.00        | 210.00        | 124.00           | 248.00                | 496.00                      |
| Year 4      | <b>4,600.00</b> | <b>450.00</b> | <b>210.00</b> | <b>131.50</b>    | <b>263.00</b>         | <b>526.00</b>               |
| Year 5      | 5,030.00        | 450.00        | 210.00        | 142.25           | 284.50                | 569.00                      |
| Year 6      | 5,320.00        | 450.00        | 210.00        | 149.50           | 299.00                | 598.00                      |
| Year 7-10   | 7,140.00        | 450.00        | NIL           | 189.75           | 379.50                | 759.00                      |
| Year 10-12  | 7,240.00        | 450.00        | NIL           | 192.25           | 384.50                | 769.00                      |

*\* The weekly, fortnightly and monthly values have been calculated on the assumption that direct debits begin in February. If start date is applied later, amounts will change.*

*\* Sibling discounts that may apply to families have not been taken into account.*

**THIS IS ONLY A GUIDE AND THE RESPONSIBILITY TO ENSURE THE CORRECT AMOUNT OF MONEY IS PAID TO CLEAR THE SCHOOL FEE ACCOUNT ANNUALLY REMAINS THE RESPONSIBILITY OF THE PARENTS/GUARDIAN.**