

FAMILY CODE: _____  Deduction Amount:    \$ _____  <input type="checkbox"/> Ten Instalments	Direct Debit Request
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Request and Authority to debit the account named below to pay Avila College

Request and Authority to debit	Student/s Surname: _____ <i>(If different to Family Surname)</i>  Surname: _____  Given names: _____ (“you”)
Request and authorise Avila College, (DE User ID 246917) to arrange for any amount Avila College may debit or charge you to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified below subject to the terms and conditions of the Direct Debit Request Service Agreement [and any further instructions provided below].	

Insert the name and address of financial institution <small>(Bank, Credit Union or other)</small> at which account is held	Financial institution name: _____  Address: _____ _____
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Insert details of account to be debited, sign and date	Name/s of account: _____  BSB number             __ __ __  -  __ __ __   Account number         __ __ __ __ __ __ __ __ __ __ __ __   Signature _____                      Signature _____  Date _____                                      Date _____
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Acknowledgement	By signing this <u>Direct Debit</u> Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and the Avila College as set out in this Request and in your Direct Debit Request Service Agreement. Existing Direct Debit arrangements will remain in place unless otherwise advised.
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Payment Details	Debited for nominated intervals from <u>February – November</u> The amount to be debited will be advised once Annual Tuition Fees are billed each year. This is an ongoing agreement until the last student in the family exits the College and the account is paid in full.  Please nominate below the timing of your monthly payment.  <input type="checkbox"/> 15 <sup>th</sup> of the Month <input type="checkbox"/> 30 <sup>th</sup> of the Month
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Insert your address and contact details	Address: _____ _____ PC: _____  Mobile No: _____ Email: _____
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- Return this form together with the Annual Tuition Fees/Other Charges Payment Option form.
  - The College activates the debits on the 15<sup>th</sup> and 30<sup>th</sup> day of each month or the nearest Bank trading day from February to November each year or until the fee debt has been paid in full.
- Please contact the College on 9831 9600 if you have any queries on the operation of the DIRECT DEBIT process used by the College