FAMILY ACCOUNT CODE:		**Direct Debit Request**

<p style="color:red; text-align:center;">**Request and Authority to debit the account named below to pay Avila College**</p>

Request and Authority to debit	**Student/s Name:** _____
	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 at which account is held	**Financial institution name:** _____ **Address:** _____ _____
Insert details of account to be debited, sign and date	**Name/s of account:** _____ **BSB number** |___|___|___| - |___|___|___| **Account number** |___|___|___|___|___|___|___|___|___| **Signature** _____ **Signature** _____ **Date** _____ **Date** _____
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.
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. ☐ 15th of the Month ☐ 30th of the Month
Insert your address and contact details	**Address:** _____ _____ **PC:** _____ **Mobile No:** _____ **Email:** _____

- **Return this form together with the Annual Tuition Fees/Other Charges Payment Option form.**
- **The College activates the debits on the 15th and <u>30th day</u> of each month or the <u>nearest Bank trading day </u>from <u>February to November</u> 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