

St. Francis Xavier Day School

Authorization Agreement for Electronic Funds Transfer

Name: _____

For the 2017-2018 school year, tuition plus fees may be paid in ten installments with the fees plus a double tuition installment paid in August, and then 8 monthly tuition installments paid in September, 2017 through April, 2018. Electronic funds transfer is available for any tuition payments that you authorize with your initials below.

Step 1:

Authorize us to withdraw the **Total** of all **Fees PLUS 2 tuition installments**. This is the amount shown as "Due 08/15/2017" in the Balance column on your tuition statement. ____ (INITIALS REQUIRED)

Step 2:

Authorize us to withdraw **8 tuition installments** on the 15th of each month from 9/15/17 thru 4/15/18. ____ (INITIALS REQUIRED)

Step 3 :

For new EFT users or to use a new EFT account:

Please attach a **VOIDED** check HERE from the CHECKING account you wish to have debited.
OR if a SAVINGS account, complete below:

Bank Name _____

Routing Number _____

Savings Account Number _____

OR

For existing EFT users who wish to use same account

We were enrolled in the Tuition electronic funds transfer last year (2016-2017 school year) and we wish to use the same account. We authorize you to use the same bank account that was used in the 2016-2017 school year. ____ (INITIALS REQUIRED)

Step 4: SIGNATURE REQUIRED BELOW

I/We hereby authorize St. Francis Xavier, to initiate debit entries and, if necessary, debit correction and adjustment entries to my/our account at the financial institution listed above, in the installment amounts and on the dates indicated above. This authority is to remain in full force and effect until St. Francis Xavier has received written notification from the recipient of its termination in such a time and manner as to afford St. Francis Xavier a reasonable time to act upon it.

Signature _____

Date _____

RETURN THIS FORM TO JANE BANDYK, PARISH ACCOUNTANT, BY FRIDAY, 08/04/2017.