



MICHAELIS PRIVATE SCHOOL PAYMENT INSTRUCTIONS

Name of parent:
Name of child/ren: Grade/s:

Details of Debtor

Full name & surname:
ID/Passport number:
Home address:
 Postcode:
Email address: Commencement Date:
Payment frequency: Monthly Quarterly Annually
Payment options: Debit order

Bank Details of Debtor

Bank name: Branch name:
Account Number: Branch code:
Account holder name:
Account type: Cheque Savings Transmission

I/We hereby authorize Michaelis Private School to withdraw against my/our account with the above-mentioned bank (or any other bank or branch to which I/we may transfer out account), on the 1st day of each month/term commencing on _____

I/We grant additional permission for the amount above to be increased by the amount of additional fees periodically included on the school account in respect of co-curricular tuition, aftercare and other costs or services requested by me/us and stipulated on the monthly account. All bank charges incurred by the school relating to returned debit orders will be for the primary fee payer's account.

- **MANDATE** All permissions are granted for such withdrawals as mentioned above, as if they were signed by me/us in our personal capacity.
- **CANCELLATION** I am aware that this instruction can be cancelled by me/us by giving thirty days notice in writing. I understand that I shall not be entitled to any refund of amounts withdrawn from my account whilst this authority was in force, if such amounts were legally due by me.
- **ASSIGNMENT** I acknowledge that this authority may be ceded to or assigned to a third party if the agreement is also ceded or assigned to that third party but in the absence of such assignment of the Agreement, this Authority and Mandate cannot be assigned to any third party.
- **CREDIT CHECK** in order to process the application, the school is required to obtain credit reports or other related information on the account holder as required. The purpose is to assess the financial capability of the account holder to honour his/her financial obligations to the school.

Bank charges will be charged for returned debit orders.

Signed at _____ on this _____ day of _____ 20 _____

Signature of debtor

Assisted by (where legally necessary) Capacity