

PENRYN COLLEGE

Confirmation of Payment of School and Trip Fees by Debit Order:

A) Particulars of bank account:

ACCOUNT HOLDER:		BANK:	
BRANCH NAME:		BRANCH CODE:	
ACCOUNT NUMBER:		TYPE OF ACCOUNT:	
PARENT TEL CONTACT:		E-MAIL CONTACT:	

B) Payment option (Please tick your option):

MONTHLY FEES – 10 TIMES PER ANNUM – FEBRUARY TO NOVEMBER. ALSO INDICATE PREFERRED DATE OF PAYMENT – 1ST, 7TH OR 15TH OF THE MONTH	
TERMLY FEES – 4 TIMES PER ANNUM PAYABLE ON THE 2 ND FRIDAY OF EACH TERM	
ANNUAL FEES – PAYABLE BEFORE THE END OF JANUARY. Should you choose this option a debit order is not required	

C) Names of children at Penryn:

No	Name	Surname	Grade	Amount for fees
1				
2				
3				

D) Boarding:

No	Name	Surname	Grade	Amount for boarding
1				
2				
3				

E) School Trips (Please note that this is not an optional section):

No	Name	Surname	Grade	Amount for trip
1				
2				
3				

F) Development fund (for families who did not pay entrance fees:

Name	Surname	Development fund amount

TOTAL FEES DUE: to be paid according to the choice indicated in Section B above	
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With effect from

I, the undersigned, authorise Penryn College to debit my account, as specified above, on the due date, with the total amount payable.

I also accept the following conditions:

- Penryn College may cancel the debit order should my bank disallow a debit against my account on two consecutive occasions due to insufficient funds or for any other reasons.
- A levy of R200 will be charged for debit orders returned by my bank.
- I authorise Penryn College to adjust the above amount automatically in the event of a general increase in fees of extras on the school account.
- This debit order can be cancelled by writing the instruction to The Bursar, Penryn College, PO Box 2835, Nelspruit, 1200.
- A cancelled/used cheque should accompany this form.
- Parents joining Penryn after the beginning of the year may not pay for the school trip option in instalments.
- The only optional section on this sheet is F) and D) (for those parents not wishing to use the Boarding option)

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Signature of Bank Account Holder

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Date