

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:

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:

1. 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.
2. A levy of R200 will be charged for debit orders returned by my bank.
3. 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.
4. This debit order can be cancelled by writing the instruction to The Bursar, Penryn College, PO Box 2835, Nelspruit, 1200.
5. A cancelled/used cheque should accompany this form.
6. Parents joining Penryn after the beginning of the year may not pay for the school trip option in instalments.
7. Funds are not transferable from one budget item to another.
8. 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