Melbourne Archdiocese
Catholic Schools

ST MARY'S SCHOOL
GEELONG

St Mary's School
66-68 Little Myers Street
(PO Box 959, Geelong VIC 3220)
Geelong VIC 3220
03 52299453
schoolfees@smgeelong.catholic.edu.au
www.smgeelong.catholic.edu.au
ABN 40 578 109 371

SCHOOL FEES & LEVIES COMMITMENT AGREEMENT

FEE PAYER'S NAME(S): .....

1. **STUDENT'S NAME:** ..... YEAR LEVEL: .....
2. **STUDENT'S NAME:** ..... YEAR LEVEL: .....
3. **STUDENT'S NAME:** ..... YEAR LEVEL: .....
4. **STUDENT'S NAME:** ..... YEAR LEVEL: .....

I/We agree to pay the Fees and Levies set by **St Mary's School, Geelong** each year and **elect to pay by the following payment method *(please choose either Direct Debit Authority or Full Payment*)*:**

❑ Direct Debit Authority *(includes completion of a "**Direct Debit Request (DDR)**" form for St Mary's School, Geelong to debit funds from your nominated bank account based on frequency selected below)*

- ❑ **FORTNIGHTLY:** 20 equal fortnightly instalments commencing the 3rd Thursday in February and concluding in November
- ❑ **MONTHLY:** 10 equal monthly instalments February-November *(due 20th of each month or if Sat/Sun, first business day following)*
- ❑ **QUARTERLY:** 4 equal quarterly instalments due the 3rd Thursday in February, May, August & November
- ❑ **ANNUALLY:** 1 full instalment due 28th February each year (*if falls on Sat/Sun, first business day following*)

❑ Full Payment of School Fees & Levies made to school by 28th February *(please tick option)*

❑ **Direct Deposit** *(paid directly into school account)* ❑ **Debit/Credit Card** ❑ **Cash**

I/We understand that this agreement **remains in place for the duration of my child(ren)'s enrolment at** St Mary's School, Geelong. It may **include any additional enrolments not named above** and that I/we remain responsible for paying any outstanding fees & levies unpaid after my/our last child leaves St Mary's School, Geelong. I/We also understand that any changes to this agreement must be made in writing to the Principal or a new form completed (***NB:** Forms are available from the school office or on the website).*

FATHER/GUARDIAN'S NAME: .....

Signature: ..... **Date**: / /

MOTHER/GUARDIAN'S NAME: .....

Signature: ..... **Date**: / /

NB: If wanting to set up an agreement **different to above options please contact the school to arrange a **meeting to discuss options with Principal and complete a "Private Fee Commitment Agreement"** (NB:Reviewed each year)*

SPLIT BILLING:

We wish to split the payment of Fees & Levies between both parents/guardians as indicated below ***(Please note** that **EACH parent/guardian needs to complete an INDIVIDUAL FORM to indicate their elected method of payment** as listed above and will be billed separately for their portion of the account)*:

❑ 50/50 Split of Fees & Levies

❑ Other % of Split: **1) Father/Guardian** .....**% / 2) Mother/Guardian** .....**%**

1) NAME: ..... **Signature:** ..... **Date**: / /

2) NAME: ..... **Signature:** ..... **Date**: / /