

FARLEIGH

SCHOOL

DIRECT DEBIT INSTRUCTIONS

For each child, please complete the Direct Debit mandate and return it to the Accounts Department at Farleigh School, together with the form below.

We will inform you termly of the exact amounts and dates of the direct debits as these will vary depending on the date of the first day of term.

Please note a charge will be made for any unpaid direct debits. Farleigh School reserves the right to refuse entry to the scheme or cancel the scheme at any time.

If you have any questions, please contact Hannah Oldfield or a member of the Accounts team on: 01264 712834.

I would like to participate in the direct debit scheme and I enclose the completed Direct Debit mandate.

I wish to pay fees and extras in full on the first day of each term by Direct Debit.

Signed: Date:

Name:

Pupil's name: Current Year:

Please note that Direct Debits can normally only be collected from UK banks or building societies.

PLEASE RETURN THIS DOCUMENTATION TO THE ACCOUNTS OFFICE

(NEW ACADEMIC YEAR NEEDS TO BE RETURNED TO US BY 31st July)

