

St. Francis Xavier Day School

Authorization Agreement for Electronic Funds Transfer

Name: _____

Tuition plus fees may be paid via Electric Funds Transfer (EFT) in ten installments with the fees plus a double tuition installment paid on August 15th, and then 8 monthly tuition installments paid on the 15th of each month, September through April. Electronic funds transfer is available for any tuition payments that you authorize with your initials below.

Step 1:

Authorize us to withdraw the **Total** of all **Fees PLUS 2 tuition installments**. This is the amount shown as "Due 08/15" in the Balance column on your tuition statement. ____ (INITIALS REQUIRED)

Step 2:

Authorize us to withdraw **8 tuition installments** on the 15th of each month from September through April. ____ (INITIALS REQUIRED)

Step 3 :

For NEW users or to use a NEW ACCOUNT:

Please attach a **VOIDED** check HERE from the CHECKING account you wish to have debited.
OR fill in account information below:

Bank Name _____

Routing Number _____

Checking or Savings (PLEASE CIRCLE ONE) Account Number _____

Step 4: SIGNATURE REQUIRED BELOW

I/We hereby authorize St. Francis Xavier, to initiate debit entries and, if necessary, debit correction and adjustment entries to my/our account at the financial institution listed above, in the installment amounts and on the dates indicated above. This authority is to remain in full force and effect until St. Francis Xavier has received written notification from the recipient of its termination in such a time and manner as to afford St. Francis Xavier a reasonable time to act upon it.

Signature _____

Date _____

Return this form to Jane Bandyk, Accountant, at JBANDYK@SFXLG.ORG .