CENTREPAY DEDUCTIONS

Park Ridge State High School now offers the service of Centrepay deductions for customers who receive a Centrelink payment. If you wish to pay your school fees by this service please follow the directions below:

1. Fill out and sign the attached Centrepay deduction form;
   a. Part C includes the school details already included
   b. Your account number will be the student’s name
   c. Type of Bill will be SRHS (Shared Resources Hiring Scheme)
   d. Ensure you fill out part F (date to be no later than 09/11/12) OR part D – Target Amount

2. Keep this form with your enrolment details for school staff to check and send off to Centrelink.

3. Your request will be processed by Centrepay and the school will send you a receipt (via your student) each time a payment is received from Centrelink.

4. Sign the declaration below:

I ___________________________ (Name) authorize Park Ridge State High School to lodge this Centrepay deduction on my behalf.

I also understand the school policy for Centrepay deductions is as follows:

- The Centrepay deduction will be credited against my student _______________________'s (student name) Shared Resources Hiring Scheme account.
- In the event that the Shared Resources Hiring Scheme account has been paid in full, the school will contact me to advise that the account is paid and will instruct Centrelink to stop the deduction.
- All excursions and extra-curricula activities are to be paid prior to the event and only if the student’s account is in credit can the Centrepay deduction be used for this purpose.
- If my student’s account goes into credit, I understand that the Centrepay deduction credit will remain on the student’s account until such time as the student leaves the school or the student incurs an additional debt (ie excursion, account etc).
- I also understand that the Centrepay deduction cannot be used for P&C related activities, ie uniform shop, canteen, fundraising etc.
- PLEASE NOTE: This form is NOT a payment plan. If you wish to negotiate a payment plan for the Shared Resources Hiring Scheme, you must consult with the Principal or Business Services Manager.

Signed: ___________________________ Date: ___________________________

Office use: This form is to be returned to the BSM for filing.