Joseph Banks Secondary College

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Perth Western Australia 6031
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PAYMENT PLAN AGREEMENT FOR OUTSTANDING CHARGES

I _____ agree to make payments to
(Please print full name)

Joseph Banks Secondary College for the sum of $ _____ and that I will pay this sum in accordance with the following terms for my child _____
(Please print full name and contact class)

a) I will pay an instalment of $ _____ every _____
(e.g. monthly, fortnightly, weekly)

b) For: *(e.g. uniform, fees, camp, etc.)* _____

c) The first instalment must be received by the school no later than 3:00pm on the agreed date _____

d) Every following instalment must be received by the school no later than 3:00pm according to the agreed schedule until the full amount of the debt is paid.

e) Should two instalments not be paid as agreed, the school may, without any further notice, cancel this agreement and refer my outstanding charges to an external agency. (Please note this action may be taken for outstanding charges only. This does not include voluntary payments or contributions).

f) I agree to notify the school immediately if I change contact details. I understand that, if I do not notify the school of such a change, the school may, without further notice cancel this agreement and refer my outstanding charges to an external agency.

g) In the event of my child leaving Joseph Banks Secondary College I understand that this agreement will still apply until the amount of the debt is paid.

h) This agreement will only be operative if a signed copy is approved by the Principal before the date agreed.

Name: _____ (Parent/Guardian)

Signed: _____ Date: _____

This agreement is approved by the Principal of Joseph Banks Secondary College

Principal: _____ Date: _____

Liz Smith