



### School Fees Payment Options Form for 2017

Please refer to St Mary Star of the Sea School Fees Collection Policy for details on payment options and standard terms and conditions relating to school fees. ***Please return this form to the School Bursar together with your Direct Debit form (if using this option) by Friday of the second week of school. Thankyou.***

Details of Person(s) Responsible for School Fees		
Family Name	First Name	
Billing Address	Phone (H)	Phone (W)
	Postcode	Mobile
Email		
Details of Student(s) Attending St Marys Star of the Sea		
Family Name	First Name	Year
Family Name	First Name	Year
Family Name	First Name	Year
Family Name	First Name	Year
Family Name	First Name	Year
<b>Parent/Guardian Declaration</b>		
I/We will commit to the payment of fees as per my selection of Payment Options below. I/ we will ensure that funds are available when making Direct Debit payments and in the event they are not, I/ we will notify the school immediately to make other payment arrangements.		
Parent/Guardian Signature	Parent/Guardian Signature	Date

Payment Options	Option 1	Option 2	Option 3	Option 4
<b>Instalments</b>	<b>1</b>	<b>3 equal payments</b>	<b>9 equal payments</b>	<b>18 equal payments</b>
Due Date	<b>Paid in full By END OF TERM ONE</b>	<b>END OF TERM 1 END OF TERM 2 END OF TERM 3</b>	<b>9 monthly commencing FEBRUARY through to OCTOBER</b>	<b>Fortnightly Commencing FEBRUARY through to OCTOBER</b>
Form of Payment (Please circle option)	<ul style="list-style-type: none"> <li>• Cash/Cheque</li> <li>• BPay</li> <li>• EFTPOS</li> <li>• Direct Debit (through the school)</li> </ul>	<ul style="list-style-type: none"> <li>• Cash/Cheque</li> <li>• BPay</li> <li>• EFTPOS</li> <li>• Direct Debit (through the school)</li> </ul>	<b>Direct Debit ONLY</b> Must be set up through the school.	<b>Direct Debit ONLY</b> Must be set up through the school.
Select Your Chosen Payment Option	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**IMPORTANT: Please return Form to the School:**  
 - Post to : Accounts, St Mary Star of the Sea, PO Box 772, Carnarvon 6701  
 - Scan both forms and email to [accounts@smc.wa.edu.au](mailto:accounts@smc.wa.edu.au)

For any questions regarding Special Fee Paying Arrangements, please contact the **School Bursar, Anna Brooks**.  
 Email: [accounts@smc.wa.edu.au](mailto:accounts@smc.wa.edu.au) or phone 99411328.

OFFICE USE	Date Processed	Processed By
DF Key		