



AGREEMENT TO PAY 2021 MATERIALS & SERVICES CHARGES BY INSTALMENTS

I/We _____ agree that I/we am/are indebted to Hendon Primary School Governing Council Incorporated ("the school") for the sum of \$_____ and that I/we will pay this sum in accordance with the following terms:

1. I/we will pay an instalment of \$_____ every week / fortnight / month
Please circle
2. The first instalment must be received by the school no later than 4:00 p.m. on 31st March 2021 (commencement date) with final payment prior to the end of the school year.
3. Instalments can be made using QKR, direct bank payment, via phone or at the front office.
4. Each instalment must be received by the school no later than 4:00 p.m. on every subsequent week / fortnight / month until the full amount of the debt is paid.
5. Should two instalments not be paid on time, the Governing Council may, without any further notice, cancel this agreement and undertake legal proceedings to recover the sum outstanding.
6. I/we agree to notify the school immediately if I/we change my/our address or telephone number. I/we understand that, if I/we do not notify the school of such a change, the school may, without any further notice cancel this agreement and commence legal action for recovery of the amount outstanding.
7. This agreement will only be operative if a signed copy is returned to the front office at the school by 4:00pm on the 9th April 2021.

Student/s Name/s: _____

Name: _____ (Parent/Caregiver)

Signed: _____ Date __/__/__

Name: _____ (Parent/Caregiver)

Signed: _____ Date __/__/__

Signed and agreed by Finance Manager: _____ Date: __/__/__