

## Agreement to pay Materials and Services Charges by Instalments

**Primary Student:** \_\_\_\_\_

I/We agree that I/we are indebted to Riverbanks College B-12 Governing Council for the sum of

\$350.00 less \$200 rebate = **\$150.00** and that I/we will pay this sum in accordance with the following terms:

- If I/we experience difficulties in making payments, I will immediately contact the Financial Services Manager on 82862918 to make alternative arrangements.
- If two consecutive instalments are not paid on time the Governing Council may, without any further notice, cancel this agreement and commence further recovery action. All debt recovery action will be in accordance with Section 129 of the Education and Children's Services Act 2019. The Department for Education debt recovery functions are undertaken by the Attorney-General's Departments Fines Enforcement and Recovery Unit.
- I/we agree to notify the school immediately if I/we change my/our address or telephone number/email address.
- This agreement is not operative until authorised by the Financial Services Manager.

**10 PAYMENTS OF \$15.00 PER FORTNIGHT – START DATE:** \_\_\_\_\_

Full Name: \_\_\_\_\_ (Parent/Caregiver 1)

Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime contact phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

Full Name: \_\_\_\_\_ (Parent/Caregiver 2)

Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime contact phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

Authorised by Financial Services Manager \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_