Dear Parents,

Attached is a Direct Debit Form. This is our preferred option for payment of school fees. You can still continue to pay by Cheque, EFTPOS, the Centrelink Payment System, Direct Deposit or cash if you wish.

Listed below is the new school fees scale for 2018 for Holy Name Primary School.

<table>
<thead>
<tr>
<th>HOLY NAME PRIMARY SCHOOL FEES FOR 2018</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee per Term (Base Fee)</td>
<td>$360</td>
</tr>
<tr>
<td>Building &amp; Maintenance Levy per family per term</td>
<td>$35</td>
</tr>
<tr>
<td>ICT Levy per family per term</td>
<td>$20</td>
</tr>
<tr>
<td>P &amp; F Levy per family per term</td>
<td>$25</td>
</tr>
<tr>
<td><strong>1 Child (Prep – Year 6) per term</strong></td>
<td>$440</td>
</tr>
<tr>
<td><strong>2 Children per term including Levies</strong></td>
<td>$675</td>
</tr>
<tr>
<td><strong>3 or more Children per including Levies</strong></td>
<td>$830</td>
</tr>
</tbody>
</table>

** Discounts do not apply to B&M, ICT & P&F Levies or listed extras which do appear on term invoices (see below).

As in 2017, there will be extra items which include: Mathletics ($37) & Reading Eggs Licences ($21), Kluwell Home Reading Record Book ($4.50); to the Term 1 Fees Account: Sports Buses, Excursions, School/Leadership Camp, Swimming, Footsteps Dance etc. **to the school fees account each term as they become applicable.**

Below is a guide only for payment of school fees using the Direct Debit or Centrelink payment system.

This table does not include any of the added extras which will need to be calculated on an individual basis per student.

Please make an appointment with Kim to discuss payment amounts and durations to enable your direct debit to be calculated accurately.

<table>
<thead>
<tr>
<th>Primary School – Prep to Year 6</th>
<th>Yearly</th>
<th>Quarterly</th>
<th>Monthly</th>
<th>Fortnightly</th>
<th>Weekly</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 child</td>
<td>$1,760</td>
<td>$440</td>
<td>$176</td>
<td>$88</td>
<td>$44</td>
</tr>
<tr>
<td>2 children</td>
<td>$2,700</td>
<td>$675</td>
<td>$270</td>
<td>$135</td>
<td>$67.50</td>
</tr>
<tr>
<td>3 or more children</td>
<td>$3,320</td>
<td>$830</td>
<td>$332</td>
<td>$166</td>
<td>$83</td>
</tr>
</tbody>
</table>

We encourage parents to pay their fees using the Direct Debit method, either through the Archdiocesan Development Fund or Centrelink. More information on Direct Debit is on the page following. Forms or bank account details are available through the school office on request.

Mrs Kathy Bliss
Principal
PAYING SCHOOL FEES BY DIRECT DEBIT THROUGH ADF

Holy Name Primary School has the facility to deduct school fees from your bank account on a day that you nominate. This facility is being provided by the Brisbane Archdiocesan Development Fund.

Direct Debiting allows the ADF to deduct your school fees from your account on behalf of Holy Name Primary School.

DEBITING OCCURS ON THE DAY YOU NOMINATE.

BENEFITS:
- Σ You can choose to pay your school fees aligning them to your pay cycle.
- Σ The transmission occurs automatically.
- Σ The transmission is secure – no cash changes hands.
- Σ The process of counting and recording fees will be greatly reduced – assisting school administration
- Σ The ADF or the school DOES NOT charge your account for this service. Your normal bank transaction fees would apply.
- Σ The ADF guarantees complete confidentiality on behalf of Holy Name Primary School.

CONSIDERATIONS:
- Σ The rejection of a direct debit by your bank due to insufficient funds in the nominated account may incur charges to your account from the bank or financial institution. ADF will charge the school account $1.10 for every rejection. This amount may be passed on when rejections are not one off.
- Σ You will need to contact your bank or financial institution to establish if your account is suitable for direct debiting to occur. Credit cards and some passbook accounts cannot be used for direct debits.

HOW TO BECOME A DIRECT DEBIT SCHOOL FEES PAYER:
- Σ Complete the Direct Debit form attached.
- Σ Provide an encoded deposit/withdrawal slip to ensure that the correct branch and account numbers are utilised (optional and must be unsigned).
- Σ Give completed form to school office as soon as possible allowing seven working days for processing by the ADF.
- Σ All adjustments can only be made by sending in another direct debit (which can be obtained from the office) and ticking alteration box.
- Σ Please make sure you have an amount, start date and whether you are paying fortnightly, monthly or by the term.

PAYING SCHOOL FEES THROUGH CENTREPAY:

We also offer Centrepay deductions for school fees. The Centrepay deductions can be made from any Centrelink payment made to the parent.

If you wish to avail yourself of this form of payment, please contact the school office and a Centrepay form will be forwarded to you.

DIRECT DEPOSIT:

The Schools Heritage Bank Account can be directly deposited with funds. Please ensure that either your name or your fees account number is used as the reference if you choose this option.

BSB: 638 070

Acc #: 13277480