

Authorization Agreement for Preauthorized Payments  
For Holy Apostles School Tuition and Fees

I (we) hereby authorize Holy Apostles School to initiate monthly withdrawals from my (our) checking account indicated below and to deposit the funds in the account of Holy Apostles. The amount to be transferred is the monthly portion of the annual school tuition and fees of all my (our) children at Holy Apostles School, as calculated below.

Check this box if you are already participating in the Monthly Payment Plan and are not changing bank accounts.

**NEW PARTICIPANTS OR DIFFERENT BANK ACCOUNT**

Check this box if you are a new participant in the monthly Payment Plan or changing bank accounts. Complete the bank information below. *A voided check from the account listed below must be attached to this form. A deposit slip is not acceptable.*

Name of Bank: \_\_\_\_\_ Branch \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Routing No: \_\_\_\_\_ Account No. \_\_\_\_\_

This authorization is effective June 1, 2010 through May 31, 2011. It can be terminated by written notification to Holy Apostles in such time and in such manner as to afford Holy Apostles and our bank a reasonable opportunity to act. The transfer entries will be made on the 1st banking day of each month. However, Holy Apostles may make the transfers on any other day after the 1st banking day.

I agree that if I terminate this agreement or a transfer cannot be made due to my changing accounts, insufficient funds, or any other reason **all remaining balances** for the tuition and fees for the complete school year, late payment fees and any costs such as bank and collection fees incurred by Holy Apostles become immediately due and payable by me.

Print Name 1: \_\_\_\_\_ Date: \_\_\_\_\_

Signature 1: \_\_\_\_\_ **(READ THE REVERSE SIDE)**

IF THIS IS A JOINT ACCOUNT, PLEASE COMPLETE THE FOLLOWING:

Print Name 2: \_\_\_\_\_ Date: \_\_\_\_\_

Signature 2: \_\_\_\_\_ **(READ THE REVERSE SIDE)**

Only if requested before May 28<sup>th</sup> (All requests after May 28 will be withdrawn on the 1<sup>st</sup> of the month):  
 I would like the withdrawals to be on the \_\_\_\_ 1<sup>st</sup> or the \_\_\_\_ 15<sup>th</sup> of the month. (Initial one)

Amounts to be transferred for

Student Names \_\_\_\_\_

Annual Tuition \$ \_\_\_\_\_

Book Fees \$ \_\_\_\_\_

Other Fees \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

TOTAL ANNUAL FEES \$ \_\_\_\_\_

Divide by the Number of Months \_\_\_\_\_ **12** \_\_\_\_\_

Equals the Monthly amount of ACH Transfer \$ \_\_\_\_\_

Date received by School \_\_\_\_\_

Initials of School Staff verifying amounts \_\_\_\_\_