



# HIGHLAND CATHOLIC SCHOOL PRESCHOOL (Account Balance | 5TH of each Month)

## AUTHORIZATION FORM FOR ELECTRONIC FUNDS TRANSFER (EFT)

SIGN UP EACH YEAR  
STAPLE VOIDED CHECK HERE

I authorize Highland Catholic School, Inc. and the financial institution named below to initiate entries to my checking/savings account. This authority will remain in effect until I notify you in writing to cancel it in such time as to afford the financial institution a reasonable opportunity to act on it. I understand there will be a \$25.00 fee automatically charged to my account for NSF transactions. The total amount to be charged to my account is listed under the description area on the Enrollment and Tuition Contract.

NAME OF FINANCIAL INSTITUTION	BRANCH	
CITY	STATE	ZIP CODE
SIGNATURE	DATE	
NAME - PLEASE PRINT		
ADDRESS - PLEASE PRINT		
ACCOUNT NUMBER	CHECKING <input type="checkbox"/>	OR SAVINGS <input type="checkbox"/>
FINANCIAL INSTITUTION ROUTING NUMBER (9 DIGITS ALONG THE BOTTOM OF YOUR CHECK)		

## SPECIAL ARRANGEMENTS

PLEASE PROVIDE A BRIEF EXPLANATION FOR THE NEED OF SPECIAL ARRANGEMENTS

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OTHER METHOD OF PAYMENT

Due to extraordinary circumstance, I cannot participate in the electronic funds transfer (EFT). I will remit payment by check or credit card concluding with the full tuition owed by the last school day of the year.

I will pay by check (Please list payment dates if different than the schedule on the front of this form).

I will pay by credit card. I authorize Highland Catholic School, Inc. to charge my credit card (Visa, Mastercard, American Express) according to the schedule selected on the Enrollment and Tuition Contract.

ACCOUNT NUMBER	EXPIRATION	TYPE OF CARD
FULL BILLING ADDRESS OF CARD TO BE CHARGED		
SIGNATURE OF CARD HOLDER		

## PAYMENT DATES (ONLY THE 5TH AND/OR 17TH OF EACH MONTH IF CHOOSING SPECIAL ARRANGEMENTS)

VERIFY THE SCHEDULE PROVIDED WILL PAY TUITION BALANCE AND END WITH THE LAST DAY OF THE SCHOOL YEAR

LIST SCHEDULED DATES	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
		\$ .		\$ .		\$ .
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	
	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
	\$ .		\$ .		\$ .	