



DIRECT DEBIT TUITION PAYMENT AGREEMENT

Tuition payments will be divided into six equal payments with the first payment due at registration. Payments will be debited on September 27, November 15, 2013, January 10, March 7, and April 25, 2014.

Electronic fund transfers that are denied due to insufficient funds will be charged a \$15.00 service fee by the Buffalo Grove Park District. If a payment is returned for insufficient funds, payment must then be resubmitted with the \$15.00 service fee in the form of cash, money order, credit card, check or cashier's check. If a parent/guardian is delinquent on a child's account, and does not submit payment within one week of the delinquency, the child will be removed from the program.

If you wish to change the form of payment from automatic withdrawal to credit card withdrawal, or to another account, you must notify the Buffalo Grove Park District office: Attention Robin Racusen in writing (forms are available at the Park District and on line at www.bgparkdistrict.org) five business days prior to the posting. There will be a \$5.00 fee charged for each change.

PLEASE NOTE- Your first payment MUST be paid for with a check or credit card.

DIRECT DEBIT INFORMATION- PLEASE ATTACH A VOIDED BLANK CHECK

Child's name: _____ Home Phone #: _____

Address: _____ City: _____ Zip: _____

Amount of Each Payment \$ _____ I would like payment withdrawn from Checking Savings

Bank Name: _____ Bank Phone #: _____

Name(s) on Account: _____

Bank Account Number: _____

Bank Transit ABA (routing number): _____

I (we) authorize the Buffalo Grove Park District to initiate debits entries to my (our) checking/savings account indicated above and the bank named above, hereinafter called "Institution", to debit the same such account. I (we) further authorize the Buffalo Grove Park District to initiate credits to my (our) account to correct any errors and "Institution" to initiate any such corrections to my (our) account. This authority is to remain in full force and effect until the Buffalo Grove Park District and "Institution" has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the Buffalo Grove Park District and "Institution" a reasonable opportunity to act on it prior to withdrawing or depositing to the account. I (we) give permission to the Buffalo Grove Park District to debit the above amount from the account previously indicated on September 27, November 15, 2013, January 10, March 7, and April 25, 2014.

Authorized Signature: _____ Date: _____

Authorized Signature: _____ Date: _____

OFFICE USE ONLY

Payment#1 _____ #2 _____ #3 _____ #4 _____ #5 _____ #6 _____