



Bridge House debit order instruction



Section 1: Debtor details

Parent Name and Surname

Cell Number

Agreement Ref. Number
(Office Use)

Email address



Section 2: Bank details

Bank name

Account name

Name of Branch

Account number

Branch Code

Account type

I hereby request, instruct and authorise Bridge House to draw against my bank account the monthly sum debited to my account. I understand that this will include the monthly tuition fee, boarding fees (only if applicable), as well as any ancillary costs that are incurred on a monthly or termly basis. (*Ancillary costs include the annual grade levy, termly bus and lunch fees, ESU, pottery etc. and the Capital Development Levy, if applicable.*)

My payment date will be	
1st monthly	<input type="checkbox"/>
15th monthly	<input type="checkbox"/>

1. Pupil Name

2. Pupil Name

3. Pupil Name

4. Pupil Name

This signed Authority and mandate refers to the signed Acceptance of Place Agreement to pay the school fees due in terms of the school admission and fees policy. ("the Agreement"). I hereby irrevocably authorise Bridge House (hereinafter referred to as the School) to issue and deliver payment instructions to your Banker for collection against my above-mentioned account at my above-mentioned Bank or any other Bank or Branch to which I may transfer my account on condition that the sum of such payment instructions will never exceed my obligations as agreed to in the Agreement, commencing on _____(date) and continuing until this Authority and Mandate is terminated by me giving you notice in writing of not less than 20 ordinary working days, or such time as when my children leave Bridge House and our agreement is cancelled.

I understand that the withdrawals hereby authorised will be processed through a computerised system provided by the South African banks. I also understand that details of the withdrawal will be printed on my Bank statement and should enable me to identify the Agreement. In the event that the payment day falls on a Sunday, or recognised South African public holiday, the payment day will automatically be the preceding ordinary business day.

MANDATE

I acknowledge that all payment instructions issued by you shall be treated by my above-mentioned bank as if the instructions have been issued by me personally.

CANCELLATION

I acknowledge that although this Authority and Mandate may be cancelled by me, such cancellation will not cancel the Agreement. We shall not be entitled to any refund of amounts which you may have withdrawn while this Authority was in force, if such amount is legally owing to you.

ASSIGNMENT

I acknowledge that this Authority may be ceded or assigned to a third party if the Agreement is also ceded or assigned to that third party, but in the absence of such assignment of the Agreement, this authority and mandate cannot be assigned to any third party.

Signed at: _____ on this _____ day of _____

Signature

Assisted by (where legally necessary)

Capacity