



# ACH WITHDRAWAL AUTHORIZATION

Last Name		First Name							
Address									
City		State	Zip						
Email Address									
Your Child's Name:									
<b>FIRST TUITION PAYMENT DATE:</b>  <b>FREQUENCY OF TUITION PAYMENT:</b>  Weekly Bi-weekly (every other week) Monthly on the 1st  Amounts are subject to change based on annual tuition / rate increases. You will be notified 30 days prior to any adjustment.		<b>FUNDS AND AMOUNTS:</b>  Please specify by checking the boxes below which of these fees are okay to process automatically when they are incurred:  Tuition \$ _____ Registration Fee (Annually) \$ _____ Giving Tree \$ _____  The rest of these fees are as incurred:  Late Pick-Up Fee T-Shirts Failure to sign in/out fee Other fees							
<b>CHECKING / SAVINGS</b>	Please debit my payment from my (check one): <input type="checkbox"/> Savings Account (contact your financial institution for Routing #) <input type="checkbox"/> Checking Account (attach a voided check below) <input type="checkbox"/> Credit Card Card # _____ Exp Date _____ Name on card _____		Routing Number: _____ Valid Routing # must start with 0, 1, 2, or 3  Account Number: _____ <div style="text-align: center; margin-top: 10px;"> </div>						
	I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.  Authorized Signature: _____ Date: _____								
<b>FOR OFFICE USE ONLY</b>		Date Received:							
Concordia Place Effective Date of Authorization: ____ / ____ / ____  Type of Authorization: <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> New authorization</td> <td><input type="checkbox"/> Change banking information</td> </tr> <tr> <td><input type="checkbox"/> Change payment amount</td> <td><input type="checkbox"/> Discontinue electronic payment</td> </tr> <tr> <td><input type="checkbox"/> Change payment date</td> <td></td> </tr> </table>				<input type="checkbox"/> New authorization	<input type="checkbox"/> Change banking information	<input type="checkbox"/> Change payment amount	<input type="checkbox"/> Discontinue electronic payment	<input type="checkbox"/> Change payment date	
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Please attach voided check here if using checking account.