



Automated Tuition Payment Form

- Pay tuition effortlessly and avoid late fees with our automated tuition program. Tuition will automatically be deducted from your checking account at the beginning of each month.
- There is no additional cost to you, and proof of payment arrives in your monthly checking account statement.
- You will receive a bill prior to the auto draft. Please review it and contact the office immediately if you have any questions.
- Tuition will be drafted on the 3rd of each month unless the third is not a business day, in which case it will be drafted on the following business day. Vouchers, late fees, and any other incurred expenses will be withdrawn every Friday.

AUTHORIZATION FOR AUTOMATED TUITION PAYMENT

NEW REQUEST: ____

CHANGE: ____

DATE: _____

I authorize you, Lakeview Montessori School, and the financial institution listed below, to charge my account electronic debits, checks or drafts, drawn on my account payable to the order of Lakeview Montessori School, for which I owe for the tuition amount in each billing period. I agree that your rights in respect to each draw shall be the same as if it were a check drawn on you and signed personally by me. This authority is to remain in effect in honoring any such draw. I understand that any change made to the banking information must be received 30 days prior to the draft. If the bank change request is not received prior to the deduction date, I agree that Lakeview Montessori School is not liable for any cost or expense I incur due to a returned check item. This authorization shall also apply to miscellaneous amount I owe (including but not limited to tuition, late pick-up charges, extended care and late fees) from time to time. If any such draw is dishonored, I authorize my account to be electronically debited due plus any applicable return fees.

Child's Name

Financial Institution

Name on Account to be Debited

Checking Account Number

Authorized Signature

Routing Number

LAKEVIEW MONTESSORI SCHOOL

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