



MONTHLY TUITION BILLING AUTHORIZATION PAPER STATEMENTS

I elect to receive my statements by paper. I understand paper statements are delivered to the classrooms and dispersed by the teacher to my student. My child should bring the statement home within two days of the billing date. I understand it is my responsibility to make sure to get it from my student.

This applies to the following student(s):
(only one form needed per family)

Name

- 1) _____
- 2) _____
- 3) _____
- 4) _____

By signing this authorization I understand statements are issued the third Tuesday of the month and are due by the first of the following month, even if I have not received a billing statement. If I do not receive a statement, I should contact the school office to request one.

Any tuition payment received after the first business day is subject to a \$25 late fee. In the event a check is returned for non-sufficient funds, a NSF charge of \$25 will be added to your account.

This authorization will remain in effect until a new authorization form is received. Any changes must be submitted in writing.

This authorization has been completed by:

Name (Please Print): _____

Signature: _____

Date: _____