

DIRECT DEBITS - IMPORTANT INFORMATION

A Direct Debit enables you to spread your payments to Kirklees Music School.

Direct Debit customers have their fees taken out in 3 instalments per term on the following dates:

- Autumn Term: payment taken on or just after October 6, November 6 and December 6.
- Spring Term: payment taken on or just after February 6, March 6 and April 6.
- Summer Term: payment taken on or just after May 6, June 6 and July 6.

Direct Debits can only be set up before the start of a term so your mandate form must be received by the Kirklees Music School office by the following dates:

- September 1 for the Autumn Term. Mandates received after this date will not take effect until the Spring Term.
- January 1 for the Spring Term. Mandates received after this date will not take effect until the Summer Term.
- March 15 for the Summer Term. Mandates received after this date will not take effect until the Autumn Term.

If your form is received after these dates you will receive an invoice for the term's fees to be paid by cash, cheque or credit/debit card.

YOU MUST RETURN AN ORIGINAL FORM COMPLETED BY HAND. Photocopies and electronic copies of signatures or forms will not be accepted by the bank. Receipt of this mandate does not necessarily mean that lessons will start immediately.

Credits or additional fees applied to your account during a term will be divided between any remaining Direct Debit instalments for that term.

If two consecutive Direct Debit instalments are not paid, the Direct Debit facility will be removed from your account and any fees will have to be paid by cash, cheque or credit/debit card.

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