

Epiphany of Our Lord Parish

March 31, 2011

Dear School Families,

We continue to encourage families to use monthly banking debits via the Automated Clearing House (ACH) through TD Bank for your tuition payments. **Please complete the form on the back and return with your First month's payment due August 20, 2011.** This will allow you to review your complete balance. Once we update your banking information indicated on the form, the automated monthly debits will begin on September 20, 2011.

NOTE:

The Federal Reserve is unavailable on weekends and holidays therefore, the Automated Debit from your bank account **will be posted on the following business day.**

TERMS AND CONDITIONS:

- ▶ A \$75 discount will be given if tuition is paid in full by August 30, 2011.
- ▶ **Late Fee: \$20** will be charged if payment is not received within 10 days from payment due date.
- ▶ **Returned Check Fee: \$30** will be charged for any bounced checks returned by TD Bank. **Returned checks will not be re-deposited.**
- ▶ **Scrip Certificates:**
All Scrip certificate receipts can be sent to the rectory and credits will be posted within one week of receipt including **ACH (debit) accounts.**
Certificates available: **Shoprite, Giant, and Kohls.**
- ▶ **Market Day:**
Credits are reflected on the August statement.
- ▶ **E-Scrip:**
Available by signing up at Genuardi's service desk. Families must monitor their credits and send a printout for tuition reduction.

Call (610) 828-8634 or email the rectory epiphanych@comcast.net with any questions about your tuition Monday through Thursday.

Sincerely,



Mr. Paris DiPietro
Parish Business Manager

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Epiphany of Our Lord Parish

School Tuition Authorization Agreement

I (we) hereby authorize **Epiphany of Our Lord Parish**, hereinafter called, "Epiphany," to initiate debit entries to my (our),

(Select one) **Checking Account** **Savings Account**

indicated at the depository financial institution named below, hereinafter called "Depository," and to credit the same to such account in the event of an error.

I (we) acknowledge that the origination of Automated Clearing House transactions, hereinafter called "ACH," to my (our) account must comply with the provisions of U.S. law.

Depository Name: _____ Branch: _____
(PLEASE PRINT)

City _____ State _____ Zip _____

Routing Number _____ Account Number _____

**Please attach a pre-printed voided check for your checking account
or a deposit ticket if using your savings account**

This Authorization is to remain in full force and effect until Epiphany has received written notification from me (or either of us) of its termination in such time and in such manner that Epiphany and Depository have a reasonable opportunity to act on it.

Name: _____ Envelope #: _____
(PLEASE PRINT)

Signature: _____ Date: _____

WRITTEN DEBIT AUTHORIZATION MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING EPIPHANY IN WRITING.