



Cancellation of Care

Discontinuing Enrolment

You are required to give two weeks written notice to the Service Leader if you are discontinuing your child's enrolment. Fees are payable up to and including the end of notification date. If no written notice is given, then the last two weeks of care will be charged at full fees.

Child/rens Name: _____

Parent/Guardian Name: _____

must be the account holder

Date of last session: _____

Applying for Bond refund:

if applicable

YES

NO

Applying for Account Credit:

if applicable

YES

NO

Bank Account Details:

Name: _____

BSB: _____

Account: _____

Signature of Parent/Guardian _____

Date: _____

Name of Coordinator _____

Signature of Coordinator _____

Date: _____

Office Use Only

Processed Date: _____

if applicable

Payment Date: _____

if applicable

Processed by: _____

Name: _____

Signature: _____