Enrolment in Instrumental Music Program 2027
ST JOHNS

Student name:	
Year level:	
Parent/Guardian name:	
Email address:	
Residential address:	
Telephone:	

Instrumental lessons: Piano, Drumkit, Flute, Violin, Viola (**Prep to 6**)
Clarinet, Saxophone, Trumpet, Trombone - **(Gr 5 & 6 recommended)**

Instrument chosen: _____

Any previous musical tuition/experience/standard reached:

_____

Select lesson type:

30 minutes (16 lessons/semester)

☐ Shared (2) $40.40 ($646.40) (*not available on piano*)

☐ Private $63.14 ($1,010.24)

45 minutes (16 lessons/semester)

☐ Private Advanced $94.74 ($1,515.84)

Note: Collection and return of students by tutor is within lesson time.

Instruments available for hire: (tick to select)

The cost of any repairs due to accidental damage or the cost of replacement due to loss or theft will be charged to the parents. Any charge will be limited to the value of the instrument and its estimated remaining useful life. Please note that instrument hire is normally available for one semester only. Students are encouraged to purchase their own instrument should they continue with lessons.

Flute, Saxophone, Clarinet, Trumpet, Trombone *(full size only)*:	Violin, Viola*:*
☐ $159.50 (per semester)	☐ $108.90 (per semester)

Billing:
The above fees will be debited from the nominated bank account or credit card in April/August.

☐ DDR attached

Statement of Commitment
I agree to the following:

- To purchase any instrumental books and/or accessories as required
- To provide 24 hours notice for a missed lesson
- To provide 4 weeks notification to withdraw from the music program

Parent/Guardian signature:_____ Date:_____

I give permission for_____ to be collected from St John's Primary School Office by an OLMC Education Support Staff/Tutor; walked across the road to the allocated music class and returned in the same manner once the lesson has ended.

Parent/Guardian signature:_____

Direct Debit Request (DDR) Music

Customer's Authority

I/We

Name of Account Holder giving the DDR

OLMC Account Code

Authorise and request you

Name of Debit User: Our Lady of Mercy College, Heidelberg

APCA User ID Number: 405028

To arrange for funds to be debited from my/our account at the financial institution identified below and as prescribed below from the Bulk Electronic Clearing System or debit my/our account by any other means. This is an ongoing agreement to pay music fees and charges and is to remain in force in accordance with the terms and conditions of the Direct Debit Request Service Agreement (DDRSA). Any amendments or termination of the agreement must be made in writing.

Direct Debit

☐ **April/August**

- 100% of Music Fees in April for Semester 1 and in August for Semester 2

Details of the Account to be Debited

☐ **Credit Card Account**

Card Holder's Name

Credit Card Type ☐ Visa ☐ Mastercard

Card Number _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _

Expiry Date _ _ /_ _

CVV

Note: When your credit card expires or is replaced, please advise the College in writing of the new details.

☐ **Savings or Cheque Account**

Name of the Financial Institution/Branch

BSB –

Account Number

Name on Account

Note: Direct debiting is not available on the full range of accounts you may hold with your financial institution. If in doubt, please refer to your bank/financial institution.

Customer Authorisation
If in joint name/s both signatures may be required

By signing below, I/we acknowledge that this Direct Debit arrangement is governed by the terms of Authorisation of the DDRSA attached to this request. I/we also authorise verification (if need be) the details of the account with my/our Financial Institution mentioned above and for that Financial Institution to release information in order to allow it to verify the above account details.

Signature **Date** **Signature** **Date**

Direct Debit Request Service Agreement (DDRSA

1 By signing the Direct Debit Request, you authorise us to arrange for funds to be debited from your Account in accordance with the Agreement.

2 We will advise you 14 days in advance of any changes to the Direct Debit Request.

3 For all matters relating to the Direct Debit Request, including cancellation, alteration or suspension of drawing arrangements, or to stop or defer a payment, or to investigate or dispute a previous payment, you should:

(a) Contact OLMC HEIDELBERG in writing at PO Box 293 Heidelberg 3084

(b) Allow 14 days for the amendments or requests to stop or cancel this direct debit to take effect, or to respond to a dispute.

If our investigations show that your Account has been incorrectly debited, we will arrange for the Financial Institution to adjust your Account accordingly. We will also notify you in writing of the amount by which your Account has been adjusted. If, following our investigations, we believe on reasonable grounds that your Account has been correctly debited, we will respond to your query by providing you with reasons and copies of any evidence for this finding.

If we cannot resolve the matter, you can still refer it to your Financial Institution, which will obtain details from you of the disputed payment and may lodge a claim on your behalf.

4 You should be aware that:

(a) direct debiting through the Bulk Electronic Clearing System (BECS) is not available on all **accounts; and**

(b) You should check your Account details (including the Bank State Branch (BSB) number) directly against a recent statement from your Financial Institution.

If you are in any doubt, please check with your Financial Institution before completing the drawing authority.

5 It is your responsibility to ensure that:

(a) sufficient cleared funds are in the Account when the payments are to be drawn;

(b) the authorisation to debit the Account is in the same name as the Account signing instruction held by the Financial Institution where the Account is held;

(c) suitable arrangements are made if the direct debit is cancelled:

- by yourself;
- by your Financial institution; or
- For any other reason.

6 If the due date for payment falls on a day other than a Banking Business Day, the payment will be processed on the next Banking Business Day. If you are uncertain when the payment will be debited from your Account, please check with your Financial Institution.

7 For returned unpaid transactions, the following procedures or policies will apply:

(a) we treat the payment as if it was never made;

(b) services may be suspended until the outstanding charges are paid; and/or

(c) a fee may be applied for drawings that are returned unpaid. We reserve the right to cancel the Direct Debit Request at any time if drawings are returned unpaid by your Financial Institution.

8 All Customer records and Account details will be kept private and confidential, to be disclosed only at your request or at the request of the Financial institution in connection with a claim made to correct/investigate an alleged incorrect or wrongful debit or otherwise as required by law.

9 If any provision of this DDRSA is found to be illegal, void or unenforceable for unfairness or any other reason (for example, if a court or other tribunal or authority declares it so), the remaining provisions of this DDRSA will continue to apply to the extent possible as if the void or unenforceable provision had never existed.

Notice

If you wish to notify us in writing about this agreement, you should write to Our Lady Of Mercy College at PO Box 293 Heidelberg 3084.

We may send notices either electronically to your email address or by ordinary post to the address you have given us.

Any notice will be deemed to have been received on the third banking day after emailing or posting.

Definitions

Unless otherwise defined, a term defined in the Agreement has the same meaning when used in this DDRSA and:

Account means the account nominated in the Direct Debit Request, held at your Financial institution, from which we are authorised to arrange for funds to be debited;

Agreement means the Terms and Conditions, including the Schedules to those Terms and Conditions, as amended from time to time;

Direct Debit Request means the Direct Debit Request between us and you as amended from time to time;

Financial Institution is the financial institution where you hold the account nominated in your Direct Debit Request as the account from which we are authorised to arrange for funds to be debited;

We means OLMC HEIDELBERG; and

You means the Customers who signed the Direct Debit Request.