



OUR LADY OF SORROWS SCHOOL  
ACH AND CREDIT CARD MONTHLY PAYMENT  
2023-2024 SCHOOL YEAR

Parent's Name \_\_\_\_\_ Telephone Number \_\_\_\_\_  
Parent's Email Address: \_\_\_\_\_,  
Student's name \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Choose one option: *Checking Account or Credit Card***

***Automatic Payments will be processed on every 1<sup>st</sup> of the month***

**\* CHECK ACCOUNT-ACH (attach voided check)**

I (we) hereby authorize Our Lady of Sorrows School and Vantage Bank to make the following pre-authorized debit transaction against my (our)

( ) Checking Account \_\_\_\_\_ Bank routing # \_\_\_\_\_

Financial Institution Name \_\_\_\_\_

I further agree to the terms and conditions stated below.

1. OLSS may cancel this authorization at any time by sending me a written notice of cancellation. In the event I want to cancel this authorization, I will provide OLSS a written notice prior to the next scheduled payment. Account Owner Initial(s) \_\_\_\_\_
- 2- If the payment date falls on a date the bank does not process payments. The payment will be deducted the next day the bank Processes payment. Account Owner Initial(s) \_\_\_\_\_
- 3- If the specified account does not have sufficient available funds on deposit on the day OLSS attempts to deduct the payment, a \$35 service fee will be assessed against my account. Account Owner Initial(s) \_\_\_\_\_

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**\* CREDIT CARD DEDUCTION**

I, \_\_\_\_\_ give Our Lady of Sorrows School authorization to deduct monthly meal and other payments authorized from the following credit card.

\_\_\_\_\_ Discover \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ American Express

Name on Card: \_\_\_\_\_ Billing Address: \_\_\_\_\_  
Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ V Code: \_\_\_\_\_

**Please see below charges that will be deducted from your account:**

Meal Amount: (monthly) \$ _____ (Pk3-2 <sup>nd</sup> ) \$ _____ (3 <sup>rd</sup> -8 <sup>th</sup> )	Afterschool Care (monthly) \$ _____ (if registered)
Fall Raffle (October 1st) <u>\$200.00</u>	Spring Raffle (May 1st) <u>\$200.00</u>
Transaction Fee: \$2.85% for credit cards	

Parent Name \_\_\_\_\_ Authorization Signature \_\_\_\_\_ Date \_\_\_\_\_