MONTESSORI SCHOOL OF PEORIA
3601 N. NORTH ST. PEORIA, IL 61604 PH. 685-8995 WWW.PEORIAMONTESSORI.ORG

ACH Recurring Payment Authorization Form

Schedule your tuition and extra-care payment to be automatically deducted from your checking or savings account. Just complete and sign this form to get started.

Here's How MSP Recurring Payments Work:
You authorize regularly scheduled charges to your checking or savings account. You will be charged the normal monthly tuition amount (per the Tuition & Fees schedule for each school year) plus any before or aftercare charges, if elected. A receipt for payment will be provided *upon request*. You agree that no prior notification will be provided for regular monthly tuition and *flat rate* extra-care payments. For hourly extra-care payments, you will be notified via email a few days in advance of the charge that will occur.

Please complete the information below:

I _____ authorize **Montessori School of Peoria (MSP) via**
(full name)

Heartland Bank to charge my bank account indicated below on the _____ of each month
(choose between the 1st, 5th or 10th)
for payment of my tuition.

☐ In addition, I elect to have any extra-care charges automatically deducted from my account. I understand that I will be notified in advance by email of the amount of the charge. *(optional)*

Account Type: ☐ Checking ☐ Savings

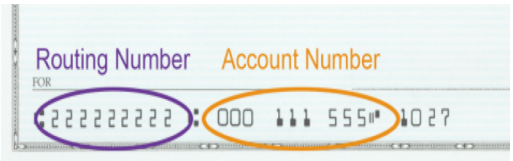
Name on Acct _____

Bank Name _____

Account Number _____

Bank Routing # _____

Bank City/State _____



SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify MSP in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment may be executed on the next business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) I understand that MSP may at its discretion attempt to process the charge again within 30 days, and agree to an additional $20 charge for each returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.