

## KingsGate School

Attendance Dues & Special Character Donation will be collected by the New Zealand Christian Proprietors Trust (NZCPT) on behalf of **KingsWay Trust**. The preferred method of collecting these fees is via Direct Debit and an authorisation form is attached for your completion. **Please send both the original completed forms back to the school.**

The person responsible for paying the student/s fees must please fill in all the details. Please print neatly.

NAME OF PAYER	1				
RELATIONSHIP TO STUDENT					
POSTAL ADDRESS					
POSTCODE					
EMAIL ADDRESS					
TELEPHONE NUMBER	H:	W:	M:		
STUDENT'S FULL NAMES	F/ M	DOB	YEAR LEVEL	START DATE	
2					

PARENTS DETAILS	FATHER	FULL NAME	3		
		FULL ADDRESS			
		EMAIL ADDRESS			
		TELEPHONE NUMBER	H:	W:	M:
	MOTHER	FULL NAME	4		
		FULL ADDRESS			
		EMAIL ADDRESS			
		TELEPHONE NUMBER	H:	W:	M:

Sibling/s Starting	5	Please increase our Direct Debit Payment to cover extra child/children
--------------------	---	--

The payer hereby authorises NZCPT to deduct the following fees **Per Student** as outlined on the KingsGate School's enrolment form.

6 Please select the **payment frequency** below by ticking the appropriate box:  
Monthly: please circle the preferred date. Fortnightly: please insert date of last pay day.  
Weekly: please circle the preferred day of the week

FEE DESCRIPTION	ANNUAL AMOUNT IN ADVANCE (x1)	QUARTERLY IN ADVANCE (x4)	MONTHLY (x12)	FORTNIGHTLY (x26)	WEEKLY (x52)
Due Date	1 <sup>st</sup> February	1 <sup>st</sup> of Jan, Apr, Jul & Oct	1 <sup>st</sup> or 21 <sup>st</sup> of each month	Date: _____	Wed / Thu
Attendance Dues	\$1,950.00	\$487.50	\$162.50	\$75.00	\$37.50
Special Character Donation*	\$460.00	\$115.00	\$38.34	\$17.70	\$8.85
<b>Total</b>	<b>\$2,410.00</b>	<b>\$602.50</b>	<b>\$200.84</b>	<b>\$92.70</b>	<b>\$46.35</b>

\*This is a voluntary donation made to assist KingsGate School with the development of their Special Christian Character

7 **Term in Advance paid by Direct Credit (date)** \_\_\_\_\_.

If you have any queries, please contact the administrator below.

**Where fees remain unpaid and no alternate arrangement has been made between the Proprietors (NZCPT) and family, we agree to pay any debt collection fees, should our account be referred to a debt collection agency.**

### 8 SIGNED

Parents/Payers: .....

Date:.....

Email Selena Codlin [selena@nzcpt.nz](mailto:selena@nzcpt.nz)  
 Address 100 Streamlands Swamp Road, RD1, Warkworth 0981

Explanation of NZCPT Forms

1. This top section needs to be completed by the person/s paying the students attendance dues and special charater donation. All accounts will be addressed to the payer.
2. Please complete your child/children's details:
  - Student/s full name
  - If they are male (M) or female (F).
  - Date the child/children were born.
  - The year level they will be starting at KingsGate School.
  - The date they will be starting.
3. Please complete father's full name, address, email address and telephone numbers.
4. Please complete mother's full name, address, email address and telephone numbers.
5. Please tick if you have children at KingsGate School and pay by direct debit. This will authorise NZCPT to increase your existing Direct Debit payment. However, if you want to change the account the payment is being processed from, a new authority will need to be completed and signed.
6. NZCPT's preferred method of collecting attendance dues is via Direct Debit. Please put a tick next to the frequency you would like your direct debit processed. If you select monthly, please cirlce either 1<sup>st</sup> or 21<sup>st</sup> to inidciate your prefered date. For fortnightly, please insert the date of your last pay so your DD can start the next business day on the corresponding fortnight a payment is due. Please cirlce the day of the week you prefer weekly payments, if you are unsure, we recommend the next business day after your regular income is deposited.
7. When enrolling your child/children at school, a Term in Advance payment is required to cover their first term at KingsGate School. Please process a direct credit payment to New Zealand Christian Proprietors Trust ASB bank account 12-3107-0061704-05 using your childs' surname, first name as a reference and write the date this transfer was made.
8. The document is to be signed by both parents/or the person/s paying the attendance dues and special charater donation.