



OLIVE CHILDREN FOUNDATION, a 501(c)(3) not-for-profit organization, strives to prepare our children to be the future leaders of tomorrow.

AUTHORIZATION OF AUTOMATIC PAYMENT WITHDRAWAL

Customer Information-Please PRINT

Account Holder's Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Student Name: _____

Sibling Name(s) if applicable: _____

Instructions:

1. Read Automatic Payment Terms & Conditions
2. Please complete payment and transfer information in all sections.
3. Sign and date in "Authorized Account Signers" Section
4. Return form to your center
5. Please keep one copy of this document for your records
6. Charges will appear on your bank statement as "ACH Debit"

Take Payment from the following Deposit Account-See Terms & Conditions on back of form

Deposit Account Number	Account Type <small>*if checking, please attach a voided check</small>	Financial Institution Name	Routing/Transit Number
	<input type="checkbox"/> Checking <input type="checkbox"/> Savings		
			*please see back for diagram

Payment Option Type and Amount – See Terms & Conditions on back of form

Payment Amount: The following will be automatically deducted from your account.

- Monthly Tuition (See Tuition Schedule for Details)
- Annual Materials Fee
- Writer's Workshop*
- Math Infinity*
- Confident Voice*
- Robotics/Kinderbots

*Optional, Elective Classes

Note: Any fees that are assessed to your account may be added to your monthly automatic payment amount. See Terms & Conditions on back of form for details.

Note: Invoices will be sent out via e-mail on the 25th of each month. Automatic payment will be deducted on the 1st of each month.

Authorized Account Signers

I _____ (full name) authorize Olive Children Foundation/Berkeley Academy to set up my account with Automatic Payments and to debit my Deposit Account and credit my account as directed above. By signed this form, I understand and accept the terms and conditions associated with this form. (See Terms and Conditions on back of form)

Signature _____

Date _____

Signature _____

Date _____

Please attach a VOID check.

AUTOMATIC PAYMENT WITHDRAWAL TERMS & CONDITIONS

- Complete this form and attached a voided check from the deposit account that is to be debited each month
- Automatic payments will begin with the next unbilled statement cycle after the completed form has been received
- If Automatic Payments cannot be established as requested, a letter will be e-mailed to you with a brief explanation of any issues. This may cause a delay in set up of your Automatic Payments. You will still be responsible to make any billed payments by check until the automatic payments have been established.
- Billing statements (invoices) will be e-mailed to your account on the 25th of each month. It is your responsibility to review the invoice and inform of any changes or discrepancies
- Your Automatic Payment will be debited from your deposit account on the 1st of each month.
- If your due date falls on a weekend or holiday, the Automatic Payment will be debited from your account on the following business day.

To cancel Automatic Payments: Olive Children Foundation/Berkeley Academy must be notified at least 14 business days prior to the applicable payment date by e-mail accounting@olivechildren.com

Any fees assessed to your account such as but not limited to late, insufficient funds, and annual fees will be added to your monthly payment amount, which could cause your Automatic Payment to be greater than the amount indicated on the Automatic Payment Withdrawal Form. This amount will be debited from your Deposit account on your payment due date.

Conditionals that may cause the Automatic Payment to be cancelled on your account:

- If your Automatic Payment has been returned due to insufficient funds for three consecutive payments. A payment returned as insufficient funds may be assessed a fee which will be added to your next scheduled payment.
- If we receive notice that your Deposit account has been closed or frozen, or is an invalid number. A payment returned to Deposit account being closed, frozen or invalid may be assessed a fee which will be added to your next scheduled payment.

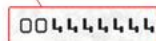
Any questions regarding your account or automatic payments, please e-mail: accounting@olivechildren.com



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Routing Number



Account Number