



**PAYING FOR CLASSES BY STANDING ORDER**

Paying by standing order is a hassle free way to pay for your dancer's classes, no hunting for change at the last minute!

You need to set the standing order up with your bank either via online / telephone banking or visiting your local branch.

Please can you set up your standing order to leave your bank account between the 2<sup>nd</sup>-6<sup>th</sup> of each month (whatever is the best date for you) and this will pay in advance for that month of classes. E.G payment between 2<sup>nd</sup>-6<sup>th</sup> Jan pays for that January's lessons.

We generally stop for 4 weeks at Christmas so I deduct 4 weeks for that and a further 3 weeks for other holidays you make take / illness.

Please note before entering into this payment method - If your child has more than 3 weeks of lessons off throughout the year or if a class has to be cancelled last minute due to unforeseen circumstances you **will not be refunded.**

Please start your standing order for between the 2<sup>nd</sup>-6<sup>th</sup> \_\_\_\_\_

Please use your child's initial and surname as the reference.

NATWEST BANK

BANK ACCOUNT DETAILS – 81135327

SORT CODE – 557037

WEEKLY AMOUNT \_\_\_\_\_ **X 45** (4 WEEKS CHRISTMAS & 3 WEEKS ABSENCE) / **12**

**MONTHLY STANDING ORDER AMOUNT OF \_\_\_\_\_**

**PLEASE INFORM ME WHEN IT HAS BEEN SET UP SO I CAN MARK OFF REGISTER**

**MANY THANKS, STEPH**