



800 SE 41<sup>st</sup> Ave Ocala, FL 34471

[spcsabc@spocala.org](mailto:spcsabc@spocala.org)

Dear Parents,

St. Paul's Christian School utilizes an automated payment processing system. The system allows secure, on-time tuition and fee payments to be made directly to your child's account. Your authorization as well as your banking institution's routing number and account number are necessary to perform this process. Simply fill out the form, scan, and return by uploading the document via our website or emailing it to [spcsabc@spocala.org](mailto:spcsabc@spocala.org). Another option would be to bring the completed form into the school office. **Attaching a voided check is highly recommended.**

AUTOMATED DEDUCTION DATES:

**August 3rd, September 1st, October 1st, November 2nd, December 1st, January 4th, February 1st, March 1st, April 1st, May 3<sup>rd</sup>.**

**There will also be one last deduction on May 14<sup>th</sup>.** Please note this last draw will only be for the Lunch Buddies and Early Care charges incurred in the month of May.

If you have any questions or concerns, please feel free to contact me.

You can also help us help others by allowing additional funds deduction from your account that will go into our Tuition Scholarship Fund. Any amount helps those in need.

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Your Name

Phone #

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Bank or Credit Union Name

Address

City

State

Zip

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Routing Transit Number

Account Number

Checking

Savings

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Authorized Signature

Date

I would like to contribute to the Tuition Scholarship Fund in the amount of \_\_\_\_\_ per month. \_\_\_\_ (initial)

Sincerely,

Melanie Green

352 694-4219

**ATTACH VOIDED CHECK HERE**