CENTREPAY DEDUCTION AUTHORITY

Action (Please Tick)	New Request ☐	Alteration ☐	Cancellation ☐
Student/s Names			

Customer Details		Centrelink Customer Reference Number (CRN)	_ _ _	_ _ _	_ _ _	_
Given Name		Family Name				
Date of Birth	_____/_____/_____					

Deduction Details

From which payment do you want the deduction to be taken eg: Age Pension, Newstart Allowance, Family Tax Benefit etc			
Payment for	Educational Fees ☐	Dynamics BPAY Reference Number (Office Use only)	
Start Date	_____/_____/_____	OR	Next Available Payment Date ☐
Fortnightly Deduction Amount	$		

Choose one of the following options

Continue until cancelled ☐	Target Amount $	Final Payment Date _____/_____/_____

Authorisation - read, sign and date the statement (MUST be completed)

I authorise the Australian Government Department of Human Services to make the deduction and pay the amount to St Paul's School as per the above direction and that all information that I have supplied is true and correct.

I give permission for St Paul's School to:
• use the information I have provided on this form and
• provide the Department of Human Services with a copy of this form, and any other additional information required by them from time to time to action this deduction.

I understand that:
• it is my choice to have this amount deducted from my Centrelink payment(s), and I can change my Centrepay deduction(s) at any time;
• if I cancel my Centrepay deduction(s), I am removing my consent for St Paul's School to take further deduction(s) from my payment(s);
• if I stop relations with St Paul's School but do not stop my Centrepay deduction(s), that St Paul's may instruct the Department of Human Services to stop the deduction(s);
• if I change schools, I may also need to advise the Department of Human Services to stop my deduction(s);
• if I have a current Centrepay deduction and I lodge a new claim, the existing deduction(s) will not carry over to the new claim;
• where a Deduction has a target amount and the final Deduction is set to pay less than $2, the second to last Deduction will be increased by up to $2 to cover the final amount.

Signature of Customer _____ **Date** _____

*Further information about Centrepay can be found online at **humanservices.gov.au/centrepay**.*