



CENTREPAY DEDUCTION AUTHORITY

(To be used only if the customer cannot set up a deduction through MyGov)

Parent Family Name

Parent Given Name(s)

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Parent Date of Birth

Phone Number

/ /	
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CENTRELINK CUSTOMER REFERENCE NUMBER

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School: Bundaberg State High School

School Customer Number 555-072-472-L

Type of Request:

- | | | |
|-------------------------------|--------------------------|-----------------------|
| 1. Start a new deduction | <input type="checkbox"/> | Complete Part A and D |
| 2. Change a current deduction | <input type="checkbox"/> | Complete Part B and D |
| 3. Cancel a current deduction | <input type="checkbox"/> | Complete Part C and D |

A. Start a new deduction

From which payment do you want the deduction to be taken (e.g. Age Pension, Newstart Allowance, Family Tax Benefit or Parental Leave Pay)?

What amount do you want deducted?

The minimum Deduction amount for Centrepay is \$20.

Which payment date do you want the deduction(s) to start from?

Your next available payment date Or A future payment date (up to 8 wks in advance)

Do you want to specify a target amount or end date?

Your deduction will stop if it is cancelled or if you reach a target amount or end date.

No, just continue it until cancelled

Or

Yes, stop at target amount

Or

Yes, stop at end date

B. To CHANGE your current deduction or target amount PERMANENTLY

New deduction amount - each fortnight

Start date for the change

\$ _____

_____/_____/_____

OR

New Target Amount

Start date for the change

\$ _____

_____/_____/_____

C. To CANCEL your current deduction**Note:** You are about to cancel your Centrepay deduction. Make sure you have other arrangements in place if required**From what date do you want the deductions to stop?**Your next available payment date or a future payment date of

_____/_____/_____

D. Authorisation – read, sign and date the statement (MUST be completed)

I authorise the Australian Government Department of Human Services to make a Deduction of \$ for each fortnight from my nominated Centrelink account and pay the amount to Bundaberg State High School, as I have directed within this form.

I give permission for Bundaberg State High School to disclose my information to the Department of Human Services for the purposes of checking my account number, billing number and amount I want to pay, and reconciling my payment Deduction details.

I also give permission for Bundaberg State High School to give the Department of Human Services my correct account and billing number if required.

I understand that:I can change or cancel my Deduction at any time; and further information about Centrepay can be found online at humanservices.gov.au/centrepay

If my deduction has a target amount and the final deduction is set to pay less than \$2, my second last deduction will be increase by up to \$2 to cover the final amount.

If I stop using the Business but do not stop my Centrepay deduction(s), the business may instruct the Department of Human Services to stop the deduction(s).

Your Signature**Date**

_____/_____/_____

IMPORTANT INFORMATION

The Department of Education is collecting your personal information on this form for the purposes of confirming your consent to set up Centrepay arrangements for certain school fees (resources scheme, excursions etc.) or fees and charges pertaining to debts owing to the department. This form will be submitted to Centrelink centrepay as evidence of your consent for this arrangement and will allow your nominated school or business unit, on your behalf, to set up centrepay deductions, vary deductions or cancel deductions under the directions set out in the Centrelink centrepay procedural guide for businesses. We will only use your information for this purpose. It will otherwise not be used or disclosed unless authorised or required by law. If you have any concerns about the use and disclosure of your personal information on this form please contact the relevant school or business unit in the first instance.