

MONTCLAIR EXTENDED CARE PROGRAM E-PAY INFORMATION

We are happy to offer the option of paying tuition for the Extended Care Program through a monthly E-Pay plan. By utilizing this system, payments will be automatically deducted from your checking account or credit card on a monthly basis.

HOW DOES THE SYSTEM WORK?

1. You must leave a down payment equal to one month's tuition by the 1st of the month, and authorize the YMCA to charge your account directly for monthly payments.
2. On the 10th of the month, the YMCA will charge your account for the **current** month's tuition.
3. Your account will be charged each month until June 10th.

WHAT WILL WE NEED FROM YOU?

To draft from a Checking Account:

1. "Pre-Authorized Monthly E-Pay Agreement Form" (Extended Care Program)
2. A blank, voided check from your account.
3. An initial down payment equal to one month's tuition.

To draft from a Credit Card:

1. "Pre-Authorized Monthly E-Pay Agreement Form" (Extended Care Program)
2. Credit Card number and expiration date from Visa, Master Card or American Express.
3. An initial down payment equal to one month's tuition.

GENERAL INFORMATION:

1. If a payment is not honored from either your bank or credit card for any reason, the Montclair YMCA imposes a \$20.00 Service Charge, in addition to any fees that your bank may charge. The E-Pay will be stopped for future payments and any outstanding child care balances must be cleared up before we can set up the account for automatic payments again.
2. If fees are continually unavailable from your account and payment falls behind, participants will not be allowed to continue in the program.
3. If we do not receive schedule changes by the 20th of the month, you will incur your originally scheduled tuition charge for the following month. (EXAMPLE: We must receive changes for the month of December by November 20th or you will be charged for the month of December).
4. If your child withdraws from the program at any time during the school year, we must be notified by the 20th of the month or next month's tuition will be charged. Payments must be up-to-date at the time of withdrawal.

In order to take full advantage of this payment plan, we must receive your child's registration form, one month's payment (for September) and authorization by September 1st. We will begin charging your account on October 10th for October's Tuition.

You may take advantage of this payment plan at any time during the year provided we have the one month's tuition up front and your E-Pay information by the first of the month. Automatic deductions will then begin on the 10th of the following month.

If you are interested in this service, please fill out the enclosed form. If you have any questions, please call Shirley Gravely at (973) 744-6161, ext. 146.

MONTCLAIR YMCA
25 Park Street
Montclair, New Jersey 07042
(973) 744-3400

PRE-AUTHORIZED MONTHLY E-PAY PLAN
EXTENDED CARE PROGRAM AGREEMENT

E-Pay is a monthly payment plan that authorizes payments to be deducted directly from your checking account or credit card. I understand that my account will be charged on the 10th of the month for the current month's tuition. E-Pay charges will continue through June 10th.

Please fill in: (Please print)

| |
|--|
| Child(ren)'s Name(s): _____ |
| Town (Please check one): ___Montclair ___Bloomfield ___Verona ___Cedar Grove |
| School: _____ |
| Parent/Guardian Responsible for Payment: _____ |

Please select ONLY ONE of the following options:

| |
|---|
| CHECKING ACCOUNT: A voided check must accompany this application: |
| Bank Name: _____ |
| Checking Account Number: _____ |
| Bank Transit Number: _____ <small>(nine digit number preceding account number)</small> |

OR

| | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Credit Card Information: | | | | | | | | | | | | | | | | | | | | |
| Account Number: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> | | | | | | | | | | | | | | | | | | | | |
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| Expiration Date: ____/____ ___Visa ___Mastercard ___American Express | | | | | | | | | | | | | | | | | | | | |

To Be Completed by YMCA Staff:

| | |
|--|--------------------------|
| Initial Payment Received: \$ _____ <small>(One month)</small> | Monthly Charge: \$ _____ |
| Representing Tuition for Month of: _____ | |

I understand that the above program fee will be paid from the account listed above on the 10th of every month. Should any draft not be honored by either my bank or credit card for any reason, I realize that I am still responsible for that payment plus a \$20 Service Charge applied by the YMCA. This is in addition to any service fee my bank may charge. Any additional charges, such as late pick-ups, will be billed separately.

Signature: _____ Date: _____

Name: (Please print:) _____