



**After School Program 2022-2023
Automatic Payment Authorization Form**

Autopay Information:

Payments will be due on the Friday before the week your child will be attending. If you would like to stop your automatic payments, a written notice must be made before the Wednesday prior to the due date.

Set up/ Changes in Automatic Payment:

To set up an automatic payment, you must turn the form to the front desk. Authorization may take up to 2 business days to be activated. If you would like to change your banking information, a new form will need to be filled out before the Wednesday of the week your child is attending.

Declined and Returned Payments:

All returned payments are subject to a fee of \$5 per occurrence. All returned payments must be reconciled before Monday at 1pm in order for your child to participate in the current week.

Authorization

I authorize my financial institution to honor pre-authorized debit entries by the RFCC for my After School Program payments.

Account Holder Name: _____

Account Holder Signature: _____ **Date:** ___/___/___

Payment Information

Monthly Auto Debit: Financial Institution Name _____

9-digit Routing # _____ Account # _____

Weekly Auto Withdraw Credit/ Debit Card : Card # _____ Exp: ___/___