**HP STREAM LAPTOP PAYMENT SCHEME**

**Please select your payment option and return completed form to Mrs Banks in the Humanities LRC (detach mandate if selecting Option 2)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Student’s Name** |  | **Form** |  |
| **Parent/Carer’s Name** |  | | |
| **Account Name** |  | | |

|  |  |  |
| --- | --- | --- |
| **OPTIONS** | **DETAILS** | **PLEASE TICK** |
| **Option 1**  A one off payment of £**120**. | Payment of (£**120**) made in full either online via ParentPay, by cash at a PayPoint or by cheque (made payable to Highfields School). Cheque should be marked for the attention of the Finance Department and will be receipted. |  |
| **Option 2**  Standing Order  (Return to Bank) | **24** monthly payments of £**5.00** made by standing order – **please detach and complete the mandate below and forward to your bank for processing.** |  |
| **Option 3**  Standing Order  (Return to School) | **24** monthly payments of £**5.00** made by standing order – **please complete the mandate below for the school to process.** |  |

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**STANDING ORDER MANDATE**

**FOR OPTION 2 - RETURN TO BANK / FOR OPTION 3 – RETURN TO SCHOOL**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| To: The Manager | | | | | | | | | | | | | | | |
| Your Bank Name:  Bank Address: | | | | | | | | | | | | | | | |
| Please Pay: | Highfields School – School Fund A/c | | | | | | | | | | | | | | |
| Bank Details: | Account Number – 87235668 Sort Code – 30-99-83 | | | | | | | | | | | | | | |
| Reference: | Y9- (Student’s full name) | | | | | | | | | | | | | | |
| The sum of (in numbers and words) | £ | | | | | | | | | | | | | | |
| **24 payments Commencing on the 1st day of May 2017 and every month thereafter, and debit my account accordingly.** | | | | | | | | | | | | | | | |
| Account name to be debited: |  | | | | | | | | | | | | | | |
| Your Account Number: |  |  | |  | |  | |  |  | | |  | | |  |
| Your Sort Code: |  | |  | |  | |  | | |  | | | |  | |
| Signature(s): |  | | | | | | | | | | Date: | |  | | |
|  |  | | | | | | | | | |  | |  | | |