

Parent/Guardian Family Name		Parent/Guardian Given Name/s	
Parent/Guardian Date of Birth		Phone Number	
/ /			
Student/s Name			
Centrelink Reference Number		<input type="text"/>	<input type="text"/>
Type of Request:		<input type="checkbox"/> Start <u>new</u> deduction (Part A) <input type="checkbox"/> <u>Change</u> current deduction (Part B)	
Pimpama State Secondary College Centrepay Reference Number:		555 098 960 B	
PART A. START A NEW DEDUCTION			
From which payment do you want the deduction to be taken (e.g. Pension, Newstart Allowance, Family Tax Benefit)?		<input type="text"/>	
What amount do you want deducted fortnightly?	Date you want deductions to start from?	Your next available payment date <input type="checkbox"/>	
\$ <input type="text"/>	OR a future payment date	<input type="text"/> / <input type="text"/> / <input type="text"/>	
Do you want to specify a target amount? (Deductions will cease once target amount is reached)	Reason for deduction. (e.g. SRS,Laptop,BYOD, Subject Levy)		
No <input type="checkbox"/>	<input type="text"/>		
Yes <input type="checkbox"/> Target Amount	\$ <input type="text"/>		
Authorisation – read, sign and date the statement (MUST be completed)			
I authorise the Department of Human Services to make a deduction each fortnight from my benefit and pay this amount to Pimpama State Secondary College.			
I give permission for Pimpama SSC 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 understand that:			
I can change or cancel the Deduction at any time by contacting Pimpama SSC or Department of Human Services at humanservices.gov.au/centrepay			
If I stop using Pimpama SSC's services but do not stop my Centrepay Deduction, Pimpama SSC may instruct the Department of Human Services to stop the Deduction			
If my Deduction has a target amount and the final Deduction is set to pay less than \$2, my second last Deduction will be increased by up to \$2 to cover the final amount			
My Deduction Authority consent will be noted on my account record with Pimpama SSC.			
If I cease to be a Customer of Pimpama SSC, I will need to advise the Department of Human Services and Pimpama SSC to stop my Deduction.			
Parent / Guardian:			
Signature:	<input type="text"/>	Date	<input type="text"/>

PART B. CHANGE A CURRENT DEDUCTION

Change deduction permanently by providing a start payment date, the amount and the Centrelink payment type.

Start payment date / New deduction amount \$

Payment Type

Parent / Guardian:

Signature:

Date

PART C. VERBAL AUTHORITY (office use only)

Reason

Advised via: EMAIL or PHONE (circle)

Operator signature Date /

Comments: