



18 July 2015

## Finance Information

- ♦ Money collection days are **Tuesdays** and **Thursdays** between 8:15 and 9:30am. It will also not be accepted after 9:30am on these mornings. Education Queensland policy prohibits keeping cash on the premises overnight. Students who bring money to the office outside of the designated collection days and times will have to take it home and return with it at the correct time.
- ♦ Payment methods are as follows:
  - ⇒ **Internet**—this is the preferred method of payment
  - ⇒ **Cash**
  - ⇒ **EFTPOS/Credit card**
  - ⇒ **Cheque**
  - ⇒ We also now are able to offer **Centrepay** for larger payments of \$50 or over. For more information, please contact the school office on 5570 8444.
  - ⇒ **Credit card payments** can also be made over the phone.
  - ⇒ **Branch payment**—you can take payments into any Commonwealth branch and deposit it directly into the school's bank account:

<b>Account name:</b>	<b>Broadbeach SS General Acct</b>
<b>BSB:</b>	<b>064 445</b>
<b>Account No:</b>	<b>10084192</b>
- ♦ **Payments and permission forms for any activity must be made by the due date.** Late payments and permission notes will **no longer be accepted**. Students for whom payments and notes have not been received, will be unable to participate. **Remember, if you intend to make a payment via the internet, it must be made AT LEAST 3 DAYS BEFORE THE FINAL DUE DATE FOR PAYMENT**. The payment **must** be showing on the school account before the final payment date.
- ♦ **Student Resource Scheme** payments should be complete. Students who have amounts outstanding for SRS will have their access to software programs withdrawn—both at home and at school. To avoid this, any outstanding amount will need to be paid in full.

Your co-operation in assisting us with the above issues is greatly appreciated.

Michael Roberts  
**Principal**