



*Inspired by Christ, We journey together, Embracing faith, life and learning*

## CENTREPAY DEDUCTION AUTHORITY

Centrepay is a voluntary bill-paying service which is free for Centrepay Customers. You can use Centrepay to arrange regular deductions from your Centrelink payments.

**You can use Centrepay to pay your school fees.**

The quickest way to start, change, suspend or cancel a deduction is through your Centrelink online account or you can use this form and return by post or in person to St Therese's School. This form cannot be emailed.

To find out more information, go online to [servicesaustralia.gov.au/centrepay](https://servicesaustralia.gov.au/centrepay)

SCHOOL DETAILS		
Business Name	St Therese's School	
Business Address	135 Robert Road, Bentley Park	
	QLD	4869
Business Phone	(07) 4081 3400	
Business Centrelink Reference Number (CRN)	555-122-228-K	

### PART A – TYPE OF REQUEST

If you want to:

- ☐ Start a new deduction  
*You must complete parts B, C and D*
- ☐ Change a current deduction  
*You must complete parts B, C and D*

### PART B – YOUR DETAILS

Surname	
First Name	
Date of Birth	
Centrelink Reference Number (CRN)	
School Customer Account Number	

**Reason for Deduction:**

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### PART C – TO START / CHANGE A DEDUCTION

**From which payment do you want the deduction to be taken (eg. Jobstarter, Family Tax Benefit)**

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**Amount to be deducted per fortnight: (Min \$10)**

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**What date do you want the deductions to start:**

☐ Your next available payment; or

☐ A future date

Do you want to specify a Target Amount or end date?  
(Only if applicable)

Target Amount: \$ \_\_\_\_\_ or end date \_\_\_\_/\_\_\_\_/\_\_\_\_



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#### **PART D – AUTHORISATION (must be completed)**

Please read, sign & date the following statement:

I authorise Services Australia to make the deduction and pay the amount to St Therese's School as I have directed.

**I give permission for:**

- The information I have provided on this form to be given to St Therese's School.
- St Therese's School to disclose my information to Services Australia for the purpose of checking my account number, billing number and the amount I want to pay, and reconciling my payment deduction details.

**I understand that:**

- It is my choice to have this amount deducted from my Centrelink payment and I can change or cancel my Centrepay deduction at any time.
- If I cancel my Centrepay deduction, I am removing my consent for St Therese's School to take further deductions from my payment.
- If I cease to be a client, St Therese's School may instruct Services Australia to stop the deduction.
- If my deduction has a target amount and the final deduction is set to pay less than \$2.00, my second last deduction will be increased by up to \$2.00 to cover the final amount.

☐ I declare that all information provided is correct.

**Your personal information is protected by the Privacy Act 1988.**

**Your Signature:**

**Date:**

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*Please note: No form of electronic signature is currently accepted.*