HOëRSKOOL – BRACKENFELL – HIGH SCHOOL
Privaatsak/Private Bag X03, Brackenfell, 7560 -- Tel 021 981 5522
Epos/Email - schoolfees@brackenfellhs.co.za

6 November 2020

Dear Parent

2021 SCHOOL FEES PAYABLE

As approved at the Budget meeting for parents, held on 21 October 2020

The following information is very important so please ensure that you read through all the documentation, that you understand it, and that you fill in all the applicable forms completely and correctly.
The school cannot accept responsibility if you have not followed the correct procedure or if you did not hand in the necessary and/or correct information on time at the school.

1. FEES PAYABLE

School fees for the 2021 school year will be **R24 330** per learner and are compiled as follows:

- **Compulsory First Instalment** — **R 1 530** – payable before **30 November 2020. First instalment has to be paid before any textbooks will be issued.**
- **Annual fees** — **R22 800** - payable **before 28 February 2021**

1.1 ONCE-OFF PAYMENTS

In the case of a **once-off** payment before or on 28 February 2021, the following discounts apply:
- EFT/cash/debit card/credit card payments: **R1 300 per learner**
- Unfortunately, no cheque or cash payments will be accepted for the once-off payments

1.2 MONTHLY PAYMENTS

If you prefer to make **monthly payments**, please note the following:
- 10 equal monthly payments for the period of 1 February 2021 - 1 November 2021 (per debit order or EFT)
- 12 equal monthly payments for the period of 1 December 2020 - 1 November 2021 (only debit order)
- Your debit order arrangements are only valid for the particular school year as stipulated on your form and must **be renewed each year.**
- Existing 2020 debit order payers must therefore also complete a new form for 2021.
- Hand in the original completed form at the financial office. Do not make arrangements for debit order by email. You may scan the completed form and e-mail it to schoolfees@brackenfellhs.co.za .

2. PAYMENTS

Payments can be made directly into the school's account. Please try to avoid any cash (cheques will not be accepted anymore) payments due to high banking costs and the high risks involved.
- **FNB, Branch code 210554, Cheque account 62620191198**
- Payments must indicate your child's reference and/or child's name, surname and grade.
- When you make any payments, be it cash or EFT, please keep the receipt/proof in a safe place. If a dispute should arise whether such a payment was made or not, the school will reject any claims of payment if proof cannot be found in any of the school's records or if you cannot submit proof of payments. You will still be held responsible for the full outstanding school fees.

3. TOTAL OR PARTIAL EXEMPTION OF SCHOOL FEES

There is a special procedure for exemption of school fees. All exemptions will be handled according to the formal application process, stipulations and sliding scale of the SA School's Act (No 84 of 1996). You must formally apply to be considered for this exemption. Applications for subsidies will be handled by Mrs Sam Damon (021-981 5522) from 12 November 2020 between 08h00 and 13h00. Applications for 2021 exemptions will close on 28 February 2021. No applications will be considered after this date, except in the case of new admissions at the school or if the parent can prove that his/her financial situation has dramatically changed after 28 February 2021.

4. FIRST INSTALMENT

4.1 We appeal to all our parents, if you have the facility and if your financial situation allows you to, to please pay the R1 530 via EFT because of the following reasons:
- Receipts of all the EFT school fee payments before or on 30 November 2020 will be sent to the textbook

store

- Your child can go directly to the bookstore and does not have to collect his/her receipt from the financial office first.

4.2 If you still prefer to pay cash, the cash payment of the first school fee instalment must occur before textbooks issuing start and before 13:00 during the November exam.

4.3 ***If you are going to pay cash or with your card for the first instalment, the registration number (red slip will be handed out to all the learners) must accompany your cash/card payment. No cash or card payments for any first instalments will be accepted without this reference number.***

4.4 ***If you have any problems with the first payment, make arrangements in writing in time with the financial office so that your child does not start the year without textbooks.***

5. GENERAL RULES ABOUT SCHOOL FEES

5.1 Both parents of a learner are responsible for paying school fees, whether they are married, divorced or single.

5.2 **All components** of the school fees are paid in advance and the full amount is due and payable by the 28 February 2021. The Governing Body grants the option to pay the school fees as stated in paragraph **1**. The Governing Body reserves the right to withdraw the concession to pay in instalments if payments fall in arrears. This means that when concessions are not met (i.e. monthly payments), the concession is withdrawn, resulting in all outstanding fees becoming payable immediately for the full academic year.

5.3 **If your school fees account payment is in arrears for longer than 30 days**, without an appropriate arrangement with the school -

- The school will immediately take legal action to recover the total amount outstanding. Legal action entails being handed over to solicitors/lawyers and the blacklisting of your name on the ITC data base.
- Legal action will be taken against both parents, irrespective of any divorce agreement between the different parties, as both parents are accountable.
- You will also be responsible for any additional costs (lawyer's fees, expenses, interest etc.) incurred in any way.

5.4 We once again appeal to you to keep your payments up to date to prevent the accruing of unnecessary costs. Contact the Financial Office immediately to make a suitable arrangement when things go wrong.

5.5 **If your financial circumstances should change in the course of the relevant school year**, you have to make an appointment with the Financial Office immediately to determine whether you qualify for any exemptions according to the conditions of the SA School's Act. Please take note of the fact that the longer you wait to address the problem, the longer before possible exemptions can become effective.

WHAT YOU MUST DO NOW

1. REGISTRATION NUMBER

Make sure you received your REGISTRATION NUMBER (red slip will be handed out to all the learners). If not, please contact the Financial Office for your unique reference number. Use this reference number to pay your school fees via EFT or bring this number along if you are going to pay the first instalment fees in cash.

2. FORMS THAT HAVE TO BE COMPLETED AND HANDED IN

The attached forms MUST be completed, signed and handed in at the school.

- **Annual Confirmation Form** (all)
- **Regulations for the exemption of parents from payment of school fees** (all)
- **Debit Order Form** (only if you want to pay school fees monthly)

We appreciate your co-operation in this regard

JW Muller
Principal

Toelatingsnommer ____________ Rekeningnommer ____________

HOËRSKOOL **BRACKENFELL** HIGH SCHOOL

SKOOLFONDS –2021 – SCHOOL FEES

Standaardooreenkoms in begin van skooljaar–Standard Arrangement in beginning of school year

1. LEERDER BESONDERHEDE / *LEARNER DETAILS*

Leerder Naam & Van (alle name & susters/broers in hierdie skool) / *Learner Name & Surname (all brothers & sisters in this school)*	Graad / *Grade*

2. VERANTWOORDELIK VIR SKOOLFONDS / *RESPONSIBLE FOR SCHOOL FEES*

Ouer / Voog *Parent / Guardian* 1	Merk met √ *Mark with √*	Vader *Father*	Weduwnaar *Widower*	Moeder *Mother*	Weduwee *Widow*	Voog/Pleegouer *Guardian/Foster-Parent*

Van *Surname*		Volle voorname *Full Names*	
ID nommer *ID Number*		Beroep *Occupation*	
Woonadres *Home Address*			
Tel. Nommers *Tel. Numbers*	Werk *Work*	Huis *Home*	Sel *Cell*
E-pos adres *Email address*			

Ouer / Voog *Parent / Guardian* 2	Merk met √ *Mark with √*	Vader *Father*	Weduwnaar *Widower*	Moeder *Mother*	Weduwee *Widow*	Pensionaris *Pensioner*

Van *Surname*		Volle voorname *Full Names*	
ID nommer *ID Number*		Beroep *Occupation*	
Woonadres *Home Address*			
Tel. nommers *Tel. numbers*	Werk *Work*	Huis *Home*	Sel *Cell*
E-pos adres *Email address*			

3. WYSE VAN BETALING / *PAYMENT METHOD*

BETAAL ASB U SKOOLFONDS VIA **EFT** OF **DEBIETORDER**. KONTANT & TJEKS IS DUUR EN ONVEILIG!
PLEASE PAY YOUR SCHOOL FEES VIA ***EFT*** *OR* ***DEBIT ORDER****. CASH & CHEQUES ARE EXPENSIVE AND DANGEROUS!*

Merk met √ *Mark with √*		
		Eenmalig vooruit voor 28 Februarie 2021 / *Once off before 28 February 2021*
		10 Maandelikse Paaiemente per Debietorder of EFT (Voltooi die aangehegte Debietordervorm) *10 Monthly Payments per Debit Order or EFT (Please complete attached Debit Order form)*
		12 Maandelikse Paaiemente slegs per Debietorder (Voltooi die aangehegte Debietordervorm) *12 Monthly Payments only per Debit Order (Please complete attached Debit Order form)*

4. VERKLARING / *DECLARATION*

- Ek/ons erken hiermee ontvangs van die November 2020 omsendbrief rakende skoolgeld vir 2021. / *I/we hereby acknowledge receipt of the November 2020 circular regarding school fees for 2021.*
- Verder bevestig ek/ons ook dat ek/ons vertroud is met die inhoud van hierdie omsendbrief en dat ek/ons verstaan dat die skool nie verantwoordelik gehou kan word indien ek/ons nie die regte proses gevolg het en/of die korrekte inligting betyds by die skool ingehandig het nie. / *Furthermore I confirm that I am familiar with the contents of this circular, that I understand that the school cannot be held responsible if I did not follow the correct procedure and/or did not hand in the information at the school on time.*
- Ek/ons begryp dat die skoolgeld vir 2021 'n bedrag van R24 310 per leerder sal wees, soos deur die meerderheid van die ouers by die ouerbegrotingsvergadering goedgekeur. / *I/we understand that the school fees for 2021 will be an amount R24 310 per learner, as approved by the majority of the parents at the parent budget meeting.*
- Ek/ons aanvaar en verstaan, dat indien ek/ons agterstallig is met betrekking tot betalings volgens die opsie geselekteer, die volle balans van die totale jaarlikse skoolgeld onmiddellik verskuldig, opeisbaar en betaalbaar is deur my/ons. / *I/We accept and understand that if we are in arrears with payments according to the option selected, the full balance of the total annual school fees will be due immediately and can be claimed to be paid by us/me.*

Ouer / Voog *Parent / Guardian* 1	Geteken – *Signed*	Datum *Date*	**Ouer / Voog** *Parent / Guardian* 2	Geteken – *Signed*	Datum *Date*

HOËRSKOOL **BRACKENFELL** HIGH SCHOOL

SKOOLFONDS – 2021 – SCHOOL FEES

Suid-Afrikaanse Skolewet (Nr.84 van 1996) – South African School Act (No.84 of 1996)

REGULASIES VIR DIE KWYTSKELDING VAN OUERS VIR DIE BETALING VAN SKOOLFONDS / REGULATIONS FOR THE EXEMPTION OF PARENTS FROM PAYMENT OF SCHOOL FEES

KONTROLELYS / CHECK LIST

Merk met X in die toepaslike blokkie/ *Mark with X in applicable box*

1	Het die skoolhoof u ingelig wat die jaarlikse skoolfonds beloop? *Has the principal informed you about the amount of the annual school fees to be paid?*	JA/YES	NEE/NO
2	Het die skoolhoof u ingelig dat u verantwoordelik is vir die betaling van skoolfonds tensy u volle kwytskelding kry? *Has the principal informed you that you are liable for the payment of the school fees unless you are totally exempted from paying school fees?*	JA/YES	NEE/NO
3.	Het die skoolhoof u ingelig dat u geregtig is om aansoek te doen om kwytskelding van skoolfonds? *Has the principal informed you about your right to apply for exemption from paying school fees?*	JA/YES	NEE/NO
4	Sou u belangstel om aansoek te doen om vrystelling? (Indien u wil aansoek doen, moet u die nodige vorms by die finansiële kantoor gaan afhaal) *Do you wish to apply for such exemption? (If you wish to apply, please collect the necessary forms from the financial office)*	JA/YES	NEE/NO
5	Sou u belangstel om gehelp te word om 'n aansoekvorm te voltooi? *Do you wish to be assisted in making such application?*	JA/YES	NEE/NO
6	Sou u belangstel om so 'n vorm te ontvang? *Do you wish to be provided with a form for application for exemption?*	JA/YES	NEE/NO

Naam & Van van Leerder/s ***Name & Surname of Learner/s***	**Registrasienommer** ***Registration Number***

....
Naam van Ouer / *Name of Parent*

....
Handtekening van Ouer / *Signature of Parent*

....
Datum / *Date*

Rekeningnommer

HOËRSKOOL **BRACKENFELL** HIGH SCHOOL

DEBIETORDER MANDAAT – DEBIT ORDER MANDATE

5. GELDE BETAALBAAR / MONIES PAYABLE

Debietorder ten opsigte van SKOOLJAAR / *Debit order for SCHOOL YEAR*		**2021**
Leerder naam & van / *Learner name & surname*	Graad / *Grade*	Bedrag / *Amount*

6. BESONDERHEDE VAN BETALER / *DETAILS OF PAYEE*

Van *Surname*			Volle voorname *Full Names*			
Titel *Title*		Verwantskap merk met √ *Relationship mark with √*	Vader *Father*	Moeder *Mother*	Voog / Pleegouer *Guardian*	Ander *Other*
ID nommer *ID Number*			Beroep *Occupation*			
Woonadres *Home Address*						
Werkgewer & Werksadres *Employer & Work Address*						
Tel. nommers *Tel. Numbers*	Werk *Work*		Huis *Home*		Sel *Cell*	
E-pos adres *Email address*						

3. BESONDERHEDE VAN BETALER / DETAILS OF PAYEE

Rekeningnaam *Account Name*		Rekening nr *Account Nr*	
Bank *Bank*		Takkode *Branch Code*	
Tipe Rekening *Account Type*	Transmissie / Transmission	Tjek/Cheque	Spaar / Savings

4. BETALINGS INSTRUKSIES / PAYMENT INSTRUCTIONS

Totale Bedrag om verhaal te word *Total Amount to be recovered*	R		
Aantal Paaiemente *Number of Payments*		Paaiementbedrag *Payment Amount*	R
Eerste verhalingsmaand *First recovery Month*		Laaste verhalingsmaand *Last recovery Month*	

Indien die datum van die instruksie op 'n nie-prosessering dag (naweek of publieke vakansiedag) val; stem ek saam dat die betaling instruksie teen my rekening op die volgende besigheidsdag gedebiteer mag word.

If however, the date of the payment instruction falls on a non-processing day (weekend or public holiday); I agree that the payment instruction may be debited against my account on the following business day.

5. VERKLARING / DECLARATION

Ek, die ondergetekende magtig en versoek hiermee Hoërskool Brackenfell om met my bank te reël om die betalings volgens die stipulasies van die kontrak asook die agterstallige betalings (waar van toepassing/soos versoek) van bogenoemde deur middel van 'n debiet order stelsel, te kollekteer.

I, the undersigned hereby authorise and request Brackenfell High School to arrange with my bank to collect, by means of the debit order system, the payments in terms of the contract and payments in arrears (where applicable/where so requested) of the above-mentioned against my account.

Geteken / *Signed* : .... Datum / *Date* : ....

HOËRSKOOL – BRACKENFELL – HIGH SCHOOL

Privaatsak/Private Bag X03, Brackenfell, 7560 – Tel. 021 981 5522
E-pos/Email – schoolfees@brackenfellhs.co.za

6 November 2020

Geagte Ouer

2021 SKOOLFONDS BETAALBAAR

Soos goedgekeur by die Begrotingsvergadering vir ouers, gehou op 21 Oktober 2020

Die volgende inligting is baie belangrik. Maak asseblief seker dat u deur al die dokumentasie lees, dit verstaan en alle vorms wat op u van toepassing is, volledig en korrek voltooi.
Die skool kan nie verantwoordelik gehou word indien u nie die regte proses gevolg het of nie die nodige en/of korrekte inligting betyds by die skool ingehandig het nie.

1. GELDE BETAALBAAR

Skoolfonds vir die 2021-skooljaar sal **R24 330** per leerder beloop en is soos volg betaalbaar:

- **Verpligte eerste paaiement** — R 1 530 – betaalbaar voor 30 November 2020. **Eerste paaiement moet betaal wees voordat enige handboeke uitgehandig word.**
- **Jaargelde** — **R22 800 – betaalbaar voor 28 Februarie 2021**

1.1 EENMALIGE BETALERS

Indien u **eenmalig** betaal voor of op 28 Februarie 2021, geld die volgende afslag:

- EFT-betaling, Debiet- en Kredietkaartbetaling. **R1 300 per leerder**
- Geen tjeks of kontant vir eenmalige betaling sal aanvaar word nie

1.2 MAANDELIKSE BETALERS

Indien u verkies om **maandeliks te betaal**, moet u op die volgende let:

- 10 maandelikse paaiemente vanaf 1 Februarie 2021 tot 1 November 2021 (EFT of Debiet Order)
- 12 maandelikse paaiemente vanaf 1 Desember 2020 tot 1 November 2021 (slegs per debiet order)
- U debietorderreëlings geld slegs vir die **skooljaar waarvoor dit ingevul is en moet jaarliks hernu word.**
- Bestaande 2020-debietorderbetalers moet dus ook 'n nuwe debietordervorm vir 2021 voltooi.
- Handig die oorspronklike debietordervorm by die Finansiële Kantoor in. Moet nie die debietordervorm faks nie. U kan wel die vorm skandeer en e-pos aan schoolfees@brackenfellhs.co.za .

2. BETALINGS

Betalings **moet direk in die skool se bankrekening** gemaak word. Vermy asseblief enige kontantbetalings (geen betaling per tjek sal meer aanvaar word nie) by die skool weens hoë bankkoste en hoë risiko.

FNB, Takkode 210554, Tjekrekening 62620191198

- Inbetalings moet u verwysing aandui, of u kind se naam, van en graad.
- Hou asseblief die kwitansie/bewys wat aan u uitgereik is in veilige bewaring wanneer kontantbetalings gemaak word. Sou daar 'n dispuut ontstaan oor of sodanige betaling wel gemaak is al dan nie en dit nie in enige van die skool se rekords nagespoor of die nodige bewys van betaling nie deur u voorgelê kan word nie, sal die skool enige bewerings van betalings gemaak, verwerp en u sal nog steeds vir die volle uitstaande skoolfonds aanspreeklik gehou word.

3. GEDEELTELIKE OF VOLLE KWYTSKELDING VAN SKOOLGELDE

Daar is 'n spesiale prosedure vir kwytskelding van skoolgelde. Alle kwytskeldings sal volgens die formele aansoekproses, bepalings en glyskaal van die SA Skolewet (No 84 van 1996) hanteer word. U moet formeel daarvoor aansoek doen. Aansoeke hiervoor sal vanaf **12 November 2020 tussen 8:00 en 13:00** deur Mev Sam Damon (021-981 5522) hanteer word. Aansoeke vir die volle **2021** kwytskelding sal op 28 Februarie 2021 sluit. Geen verdere aansoeke sal daarna oorweeg word nie, behalwe in die geval van nuwe leerderinskrywings by die skool of as u voldoende bewys kan lewer dat u situasie ingrypend verander het sedert 28 Februarie 2021.

4. EERSTE PAAIEMENT

4.1 Ons doen 'n beroep op alle ouers om, indien u die fasiliteite het en u finansiële omstandighede dit toelaat, die eerste paaiement van R1 530 per EFT (Internet) te betaal voor of op 30 November 2020 en wel om die

volgende redes:

- Kwitansies van EFT-betalings voor of op 30 November 2020 gaan direk na die boekstoor gesluur word
- U kind kan direk na die betrokke lokaal gaan om sy/haar handboeke te ontvang. Geen kwitansie hoef eers by die Finansiële Kantoor afgehaal te word.

4.2 Indien u egter steeds kontant wil betaal, moet betalings van die eerste paaiement gedurende die November-eksamen voor handboekuitreiking en voor 13:00 geskied.

4.3 ***Die leerder se registrasienommer (volgens roolstrokie soos uitgereik aan alle leerders) moet saamgebring word wanneer u kontant of met u kaart die eerste paaiement gaan betaal. Geen kontant-/kaartbetalings vir die eerste paaiement sal aanvaar word sonder hierdie registrasienommer nie.***

4.4 ***Indien u enige probleme ondervind met die betaling van die eerste paaiement, tref betyds 'n skriftelike reëling met die Finansiële Kantoor, sodat u kind nie die jaar sonder handboeke begin nie.***

5. ALGEMENE SKOOLFONDSREËLS

5.1 Beide ouers van 'n leerder is verantwoordelik vir die betaling van skoolfonds, ongeag die huwelikstatus van die ouers.

5.2 **Alle komponente** van die skoolfonds, soos gespesifiseer, **is eenmalig vooruitbetaalbaar** voor of op **28 Februarie 2021. Met** vergunning van die beheerliggaam mag skoolgelde afbetaal word soos uiteengesit in paragraaf 1. Verder beteken dit dat, wanneer hierdie vergunning nie nagekom word nie (bv. die maandelikse afbetalings per debietorder of enige ander ooreenkoms met skool aangegaan), met ander woorde u rekening is vir een maand agterstallig, sodanige vergunning in geheel verval en dat die volle uitstaande balans vir die volle akademiese jaar onmiddellik betaalbaar is.

5.3 **Indien u skoolfondsrekening vir meer as 30 dae agterstallig raak** sonder dat daar 'n toepaslike reëling met die skool getref is:

- sal die skool onmiddellik oorgaan tot die nodige regsprosesse ter vordering van u volle uitstaande skoolfonds, wat oorhandiging aan prokureurs en "blacklisting" van u naam op die ITC-databasis behels
- omdat beide ouers aanspreeklik is, sal daar in sulke gevalle teen beide ouers opgetree word, ongeag enige egskeidingsooreenkoms wat daar tussen die partye mag bestaan.
- u sal dan ook verantwoordelik wees vir alle addisionele kostes (prokureursfooie, uitgawes, rente, ens.) van watter aard ook al.

5.4 Ons wil dus weereens 'n beroep op u doen om u skoolfondsrekening op datum te hou om te verhoed dat onnodige kostes aangegaan moet word. **Tree dus asseblief onmiddellik met die Finansiële Kantoor in verbinding** om 'n toepaslike reëling met die skool te tref wanneer dinge skeef loop.

5.5 **Indien u finansiële omstandighede in die verloop van die betrokke skooljaar sodanig sou verander dat** u nie meer die skoolgelde kan bekostig nie, moet u asseblief so gou moontlik met die Finansiële Kantoor 'n afspraak maak om te bepaal of u vir enige kwytskelding kragtens die SA Skolewet se bepalings kwalifiseer. U aandag word ook daarop gevestig dat hoe langer u wag, hoe later sal u moontlike kwytskelding in werking tree.

WAT U NOU MOET DOEN

1. REGISTRASIENOMMER - UNIEKE VERWYSINGSNOMMER

Maak seker u het u REGISTRASIENOMMER (roosterkie) ontvang. Indien nie, kontak die Finansiële Kantoor vir u unieke verwysingsnommer. Gebruik hierdie verwysingsnommer vir inbetalings van alle skoolgelde.

2. VORMS WAT VOLTOOI EN INGEHANDIG MOET WORD

Die volgende aangehegte vorms MOET volledig ingevul en geteken by die skool ingedien word.

- **Jaarlikse standaardooreenkoms** (almal)
- **Regulasies vir die kwytskelding van ouers vir die betaling van skoolfonds** (almal)
- **Debietordervorm** (slegs as u. u skoolfonds per debietorder wil betaal)

Ons maak staat op u samewerking in hierdie verband.

JW Muller
Skoolhoof

Toelatingsnommer: ______ Rekeningnommer: ______

BOËRSKOOL **BRACKENFELL** HIGH SCHOOL

SKOOLFONDS –2021 – SCHOOL FEES

Standaardooreenkoms in begin van skooljaar – Standard Arrangement in beginning of school year

1. LEERDER BESONDERHEDE / *LEARNER DETAILS*

Leerder Naam & Van (alle boeties & sussies in hierdie skool) / *Learner Name & Surname (all brothers & sisters in this school)*	Graad / *Grade*

2. VERANTWOORDELIK VIR SKOOLFONDS / *RESPONSIBLE FOR SCHOOL FEES*

Ouer / Voog *Parent / Guardian* 1	Merk met √ *Mark with √*	Vader *Father*	Wewenaar *Widower*	Moeder *Mother*	Weduwee *Widow*	Voog/Pleegouer *Guardian/Foster-Parent*

Van *Surname*		Volle voorname *Full Names*	
ID nommer *ID Number*		Beroep *Occupation*	
Woonadres *Home Address*			
Tel. Nommers *Tel. Numbers*	Werk *Work*:	Huis *Home*:	Sel *Cell*:
E-pos adres *Email address*			

Ouer / Voog *Parent / Guardian* 2	Merk met √ *Mark with √*	Vader *Father*	Wewenaar *Widower*	Moeder *Mother*	Weduwee *Widow*	Pensionaris *Pensioner*

Van *Surname*		Volle voorname *Full Names*	
ID nommer *ID Number*		Beroep *Occupation*	
Woonadres *Home Address*			
Tel. nommers *Tel. numbers*	Werk *Work*:	Huis *Home*:	Sel *Cell*:
E-pos adres *Email address*			

3. WYSE VAN BETALING / *PAYMENT METHOD*

BETAAL ASB U SKOOLFONDS VIA **EFT OF DEBIETORDER**. KONTANT & TJEKS IS DUUR EN ONVEILIG!
*PLEASE PAY YOUR SCHOOL FEES VIA **EFT OR DEBIT ORDER**. CASH & CHEQUES ARE EXPENSIVE AND DANGEROUS!*

Merk met √ *Mark with √*		
		Eenmalig voor of voor 28 Februarie 2021 / *Once off before 28 February 2021*
		10 Maandelikse Paaiemente per Debietorder of EFT (Voltooi die aangehegte Debietordervorm) *10 Monthly Payments per Debit Order or EFT (Please complete attached Debit Order form)*
		12 Maandelikse Paaiemente slegs per Debietorder (Voltooi die aangehegte Debietordervorm) *12 Monthly Payments only per Debit Order (Please complete attached Debit Order form)*

4. VERKLARING / *DECLARATION*

- Ek/ons erken hiermee ontvangs van die November 2020 omsendbrief rakende skoolgeld vir 2021. / *I/we herewith acknowledge receipt of the November 2020 circular regarding school fees for 2021.*
- Verder bevestig ek/ons ook dat ek/ons vertroud is met die inhoud van hierdie omsendbrief en dit verstaan en dat die skool nie verantwoordelik gehou kan word indien ek/ons nie die korrekte prosedure gevolg het en/of die korrekte inligting betyds by die skool ingehandig het nie. / *Furthermore I confirm that I am familiar with the contents of this circular that I understand it and that the school cannot be held responsible if we did not follow the correct procedure and/or did not hand the information in at the school on time.*
- Ek/ons begryp dat die skoolgeld vir 2021 'n bedrag van R[illegible] per leerder sal wees, soos deur die meerderheid van die ouers by die ouerbegrotingsvergadering goedgekeur. / *I/We understand that the school fees for 2021 will be an amount R[illegible] per learner, as approved by the majority of the parents at the parent budget meeting.*
- Ek/ons aanvaar en verstaan dat indien ek agterstallig is met betrekking tot betalings volgens die opsie geselekteer, die volle balans van die totale jaarlikse skoolgeld onmiddellik verskuldig, opeisbaar en betaalbaar is deur my/ons. / *I/We accept and understand that if we are in arrears with payments according to the option selected, the full balance of the total annual school fees will be due immediately and can be claimed to be paid by us/me.*

Ouer / Voog *Parent / Guardian* 1	Geteken – *Signed*	Datum *Date*	Ouer / Voog *Parent / Guardian* 2	Geteken – *Signed*	Datum *Date*

BOËRSKOOL **BRACKENFELL** HIGH SCHOOL

SKOOLFONDS – 2021 – SCHOOL FEES

Suid-Afrikaanse Skolewet (Nr.84 van 1996) – South African School Act (No.84 of 1996)

REGULASIES VIR DIE KWYTSKELDING VAN OUERS VIR DIE BETALING VAN SKOOLFONDS / REGULATIONS FOR THE EXEMPTION OF PARENTS FROM PAYMENT OF SCHOOL FEES

KONTROLELYS / CHECK LIST

Merk met X in die toepaslike blokkie/*Mark with X in applicable box*

1.	Het die skoolhoof u ingelig wat die jaarlikse skoolfonds beloop? *Has the principal informed you about the amount of the annual school fees to be paid?*	JA/YES	NEE/NO
2.	Het die skoolhoof u ingelig dat u verantwoordelik is vir die betaling van skoolfonds tensy u volle kwytskelding kry? *Has the principal informed you that you are liable for the payment of the school fees unless you are totally exempted from paying school fees?*	JA/YES	NEE/NO
3.	Het die skoolhoof u ingelig dat u geregtig is om aansoek te doen om kwytskelding van skoolfonds? *Has the principal informed you about your right to apply for exemption from paying school fees?*	JA/YES	NEE/NO
4.	Sou u belangstel om aansoek te doen om vrystelling? (Indien u wil aansoek doen, moet u die nodige vorms by die finansiële kantoor gaan afhaal) *Do you wish to apply for such exemption? (If you wish to apply, please collect the necessary forms from the financial office)*	JA/YES	NEE/NO
5	Sou u belangstel om gehelp te word om 'n aansoekvorm te voltooi? *Do you wish to be assisted in making such application?*	JA/YES	NEE/NO
6	Sou u belangstel om so 'n vorm te ontvang? *Do you wish to be provided with a form for application for exemption?*	JA/YES	NEE/NO

Naam & Van van Leerder/s ***Name & Surname of Learner/s***	**Registrasienommer** ***Registration Number***

....
Naam van Ouer / *Name of Parent*

....
Handtekening van Ouer / *Signature of Parent*

....
Datum / *Date*

Rekeningnommer

HOËRSKOOL **BRACKENFELL** HIGH SCHOOL

DEBIETORDER MANDAAT – DEBIT ORDER MANDATE

5. GELDE BETAALBAAR / MONIES PAYABLE

Debietorder ten opsigte van SKOOLJAAR / Debit order for SCHOOL YEAR	**2021**

Leerder naam & van / Learner name & surname	Graad / Grade	Bedrag / Amount

6. BESONDERHEDE VAN BETALER / *DETAILS OF PAYEE*

Van *Surname*			Volle voorname *Full Names*				
Titel *Title*		Verwantskap merk met √ *Relationship mark with √*	Vader *Father*	Moeder *Mother*	Voog / Plegouer *Guardian*	Ander *Other*	
ID nommer *ID Number*			Beroep *Occupation*				
Woonadres *Home Address*							
Werkgewer & Werksadres *Employer & Work Address*							
Tel. nommers *Tel. Numbers*	Werk *Work*		Huis *Home*		Sel *Cell*		
E-pos adres *Email address*							

3. BESONDERHEDE VAN BETALER / DETAILS OF PAYEE

Rekeningnaam *Account Name*		Rekening nr *Account Nr*	
Bank *Bank*		Takkode *Branch Code*	
Tipe Rekening *Account Type*	Transmissie / Transmission	Tjek/Cheque	Spaar / Savings

4. BETALINGS INSTRUKSIES / PAYMENT INSTRUCTIONS

Totale Bedrag om verhaal te word *Total Amount to be recovered*	*R*		
Aantal Paaiemente *Number of Payments*		Paaiementbedrag *Payment Amount*	*R*
Eerste verhalingsmaand *First recovery Month*		Laaste verhalingsmaand *Last recovery Month*	

Indien die datum van die instruksie op 'n nie-prosessering dag (naweek of publieke vakansiedag) val; stem ek saam dat die betaling instruksie teen my rekening op die volgende besigheidsdag gedebiteer mag word.
If however, the date of the payment instruction falls on a non-processing day (weekend or public holiday), I agree that the payment instruction may be debited against my account on the following business day.

5. VERKLARING / DECLARATION

Ek, die ondergetekende magtig en versoek hiermee Hoërskool Brackenfell om met my bank te reël om die betalings volgens die stipulasies van die kontrak asook die agterstallige betalings (waar van toepassing/soos versoek) van bogenoemde deur middel van 'n debiet order stelsel, te kollekteer.

I, the undersigned hereby authorise and request Brackenfell High School to arrange with my bank to collect, by means of the debit order system, the payments in terms of the contract and payments in arrears (where applicable/where so requested) of the above-mentioned against my account.

Geteken / *Signed* : .... Datum / *Date* : ....