



TO CHANGE YOUR CURRENT DEDUCTION:

I wish to:

- ☐ **CHANGE TARGET** amount to: \$_____ (*Note: if a deduction has a target amount and the final deduction is set to pay less than \$2, the second last deduction will be increased by up to \$2 to cover the final amount.*) **OR**;
- ☐ **CHANGE DEDUCTION** amount to \$_____ per fortnight **OR**;
- ☐ **CANCEL** current deduction. Deduction to stop: ☐ next available payment date **OR** from:

AUTHORISATION: Read, sign and date the statement (MUST be completed)

- I authorise Southport State High School to disclose my information to the Department of Services Australia for the purposes of checking my account number, billing number and amount I want to pay, and reconciling my payment Deduction details.
- I give permission for Southport State High School to give the Department of Services Australia my correct account and billing number if required.

I understand that:

- If I have a current Centrepay deduction and I lodge a new claim that the existing deduction(s) will not be carried over to the new payment.
- If I have a current Centrepay deduction and I transfer to another eligible Centrelink payment in the future that my deductions will continue.
- It is my choice to have this amount deducted from my Centrelink payments, and I can change my Centrepay deduction at any time.
- If I stop using the services of Southport State High School but do not stop my Centrepay deduction, Southport State High School may instruct Services Australia to stop my previous deduction.
- If I have signed this form electronically:
 - the electronic signature in this consent represents my signature.
 - I consent to signing the form electronically and I confirm that my signature is legally binding.
- Further information about Centrepay can be found online at servicesaustralia.gov.au/centrepay

Customer Signature: _____

Date: _____

Approved by: Alyshia O'Donohue

Business Manager: _____

Date: _____

IMPORTANT INFORMATION

The Department of Education is collecting your personal information on this form for the purposes of confirming your consent to set up Centrepay arrangements for certain school fees (resources scheme, excursions etc.) or fees and charges pertaining to debts owing to the department. This form will be submitted to Centrelink centrepay as evidence of your consent for this arrangement and will allow your nominated school or business unit, on your behalf, to set up centrepay deductions, vary deductions or cancel deductions under the directions set out in the Centrelink centrepay procedural guide for businesses. We will only use your information for this purpose. It will otherwise not be used or disclosed unless authorised or required by law. If you have any concerns about the use and disclosure of your personal information on this form, please contact the relevant school or business unit in the first instance.