

Memorandum of agreement entered into by and between:

BETHLEHEM VOORTREKKER HIGH SCHOOL

(Represented by Mr HC Burger)

(FIRST PARTY)

and

_____ **(FATHER)**

(SECOND PARTY)

and

_____ **(MOTHER)**

(SECOND PARTY)

or

_____ **(GUARDIAN)**

(SECOND PARTY)

_____ **(LEARNER)**

Whereby the Parties agree to the following:

The First Party:

1. Hereby accepts the child of the Second Party and undertakes to follow the prescribed curriculum during the official school hours.

The Second Party:

2. Hereby places our child in the care of the First Party for the duration of the official school year 2012.
3. Acknowledges and accepts responsibility for payment of school fees as well as interest at 15.5% per annum, should interest need to be imposed on all amounts in arrears to the First Party, as accepted during the budget meeting.
4. Acknowledges being familiar with the contents of the admission policy, code of conduct together with disciplinary codes, as set out in the admission documents.
5. Acknowledges and undertakes herewith to pay collection fees as well as legal expenses on Attorney and Client scale, should it become necessary for the First Party to take legal action.

The Parties further agree to the following:

The following manner of payment will apply, without reservation:

1. STOP ORDER / INTERNET

Preferably, no school fees should be paid at the school by means of cash, or cheques. Parents are cordially requested to arrange stop orders at their banking institutions for payment of school and hostel fees. The most inexpensive alternative remains Internet banking, or depositing cash into our bank account. Parents must indicate as their reference number the child's account number, surname and name.

2. DISCOUNT CUT-OFF DATE

Parents who pay the full amount of the school fees before or on 28 February 2012 qualify for a rebate of 5% per learner.

3. PARTICULARS FOR DEPOSITS

Attached you will find an example of a deposit slip as well as the procedure to be followed upon making a deposit. At all times, write clearly and in print (block letters). Please ensure that you use the correct account number. Account numbers for the school and the hostel differ. It is imperative that you complete the space indicating your child's account number, surname and name. If these are found lacking, we shall be unable to allocate deposits to the correct account. Send or fax a proof of payment (deposit slip) to the school immediately.

ACCOUNT NAME: VOORTREKKER HIGH SCHOOL CHEQUE ACCOUNT NUMBER: 770940028	BANK: ABSA, BETHLEHEM, BRANCH CODE: 632 005
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The Parties agree that statements will not be mailed monthly. Quartely statements will be handed to learners by their register class teachers. Payments are not dependent on the receipt of accounts.

4. SCHOOL FEES 2012

- 4.1 The amount of school fees as determined by the budget meeting held on 24 of October 2011, is due and payable in full on or before 28 February 2012. Should the full amount be paid timeously, a 5% rebate will be granted.

- 4.2 **Payment to the amount of R600.00 per grade 8 and 9 learners and R655-00 per grade 10, 11 and 12 learners is compulsory on, or before 11 January 2012, which amount will be deducted from the total amount of the school fees.**
- 4.3 Should the balance not be paid in full on or before 28 February 2012, the Second Party will be liable to pay the balance as follows: (Please indicate with a cross)

10 Equal monthly payments from 1 January 2012 to 1 October 2012 (monthly in advance)

4 Equal quarterly payments on the first school day of each quarter (quarterly in advance)

- 4.4 Should the Second Party fail and/or refuse to effect payment timeously in accordance with Clause 4.3 above, the balance of school fees will be immediately due and payable, and legal steps in terms of the South African Schools Act 84 of 1996 (as amended) will be instituted immediately.
- 4.5.1 Should a parent/guardian refuse and/or neglect to adhere to their specific method of payment namely, not to pay school fees for one month in advance, or not pay school fees for one quarter in advance, the total school fees outstanding per child for the year 2012 will become immediately due and payable.
- 4.5.2 The Second Party consents herewith, in terms of Section 58 of the Magistrates Court Act 32 of 1994, that the First Party may proceed immediately, and without further notice, taking judgment against the Second Party for the amount outstanding. The Second Party also consents herewith and agrees to an emolument attachment order where applicable.
- 4.6 The manner of payment as above applies to SCHOOL FEES AND HOSTEL FEES. All other payments, e.g. photos, camps and courses, matric farewell, extra books, bus fare, travelling, etc., are to be made at the office.

5. EXEMPTION

Should you experience any problem with the payment of 2012 school fees, you are requested to contact Ms Charmaine Booyens as soon as possible to make arrangements. The cut-off date for such arrangements is **31 January 2012**. According to the SA Schools Act certain categories of indemnification of school fees exist. Details are available at the school. The obligation rests with the PARENT/GUARDIAN and not with VOORTREKKER HIGH SCHOOL, to apply for such indemnity **annually, before 31 January 2012**.

SIGNED AT BETHLEHEM ON THIS DAY OF 20

WITNESSES:

1. _____
2. _____

FIRST PARTY

SIGNED AT ON THIS DAY OF 20

WITNESSES:

SECOND PARTY (FATHER)
and

SECOND PARTY (MOTHER)
or

SECOND PARTY (GUARDIAN)