



Dear Parents,

Wee Three Kings Preschool is pleased to offer you the opportunity, efficiency and convenience to make your monthly tuition payment through us with the cooperation of Union Savings Bank (the Preschool's bank). This plan allows for Wee Three Kings Preschool, through Union Savings Bank, to automatically deduct from your checking and/or savings account your monthly tuition payment. This voluntary payment option is provided at no additional cost to you.

If you are interested in this voluntary payment option, please complete the section below and return it with a copy of your voided check no later than May 1, 2017. Wee Three Kings Preschool, through Union Savings Bank, will begin to automatically withdraw from your account beginning on the 4th of September and continuing through the April, 2018 payment (or earlier if you request cancellation, as outlined below).

If you wish to cancel this option at any time, please provide Wee Three Kings Preschool with a 5-day written notification and we will immediately notify Union Savings Bank, in writing, to cease the withdrawals from your account(s).

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Wee Three Kings Preschool  
and  
Union Savings Bank

**Voluntary Automatic Withdrawal Plan for Tuition Payments**

Date: \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Bank Name: \_\_\_\_\_

Account No.: \_\_\_\_\_ Bank Routing or ABA# \_\_\_\_\_

Deducted Amount: \_\_\_\_\_ (Monthly)

***Please attach a voided check to help us set up your account. Thank you.***

Authorization: I (we) hereby give Wee Three Kings Preschool authorization through Union Savings Bank to deduct from my (our) account, based upon a monthly frequency, beginning on the 4th of each month until April 5, 2018. Should I (we) decide to cancel this service, a written notice of 5 business days MUST be given to Wee Three Kings Preschool, who will notify Union Savings Bank. Should the funds NOT be available, a \$25.00 fee will be assessed. A second time funds are not available will result in cancellation of this plan. I understand there is no charge, cost or fee to be enrolled in this Automatic Withdrawal Plan.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to our Office Manager.