



St Mary's College Centrepay Deduction Consent Form

I give permission for the Department of Human Services to make a Deduction of \$ _____ each fortnight from my _____ allowance and pay this amount to St Mary's College.

I give permission for the Department of Human Services to disclose my information to [Business name] for the purposes of checking my account number, billing number and amount I want to pay, and reconciling my payment Deduction details. I also authorise [Business name] to give the Department of Human Services my correct account and billing number if required.

I understand that:

- it is my choice to have this amount deducted from my Centrelink payments, and that I can change or cancel the Deduction at any time by contacting the Department of Human Services or St Mary's College
- if I have a current Centrepay Deduction and I transfer to another eligible Centrelink payment in the future, my Deductions may continue
- if I have a current Centrepay Deduction and I lodge a new claim for Centrelink payments, the existing Deduction(s) will not be carried over to the new payment and I will have to provide new Deduction Authorities to have these set up when the new payment is granted
- if I stop using St Mary's College's services but do not stop my Centrepay Deduction, St Mary's College may instruct the Department of Human Services to stop the Deduction
- if my Deduction has a target amount and the final Deduction is set to pay less than \$2, my second last Deduction will be increased by up to \$2 to cover the final amount
- the Department of Human Services will notify me in writing of any changes to my Deduction details including changes requested by St Mary's College
- my Deduction Authority consent will be noted on my account record with St Mary's College
- when a payment has been made to St Mary's College after my Deduction Authority has been cancelled or suspended, the Department of Human Services may be able to assist me to recover the Centrepay Deduction
- if my Deduction is for rent, any updates I make to Centrepay Deductions for rent will not automatically update my rent assistance. I may need to contact the Department of Human Services and update this separately
- If I cease to be a Customer of St Mary's College, I will need to advise the Department of Human Services to stop my Deduction.

Name	
Date of Birth	/ /
CRN	_ _ _ - _ _ _ - _ _ _ - _
Signature	
Date	