

# Saint John's Eagle Club Vanco Form 2012 - 2013

**Saint John's School of Little Canada**  
**2621 McMenemy Street**  
**Little Canada, MN 55117**  
**(Phone) 651-484-3038, (Fax) 651-481-1355**  
**Accounting: Mary Tyler 651-288-3223**

Financial Account Holder's Name(Please Print)		
Address		
City	State	Zip
<b>Account holder: Mark what type of change(s):</b> <b>Date Form is Effective:</b> _____ <input type="checkbox"/> New School Year Authorization <input type="checkbox"/> Change Payment Amount		<input type="checkbox"/> Change Payment Date <input type="checkbox"/> Change Financial Institution and/or Account <input type="checkbox"/> Discontinue Electronic Payment
<b>Payment Plan Options– Please Circle One ~ Transferred on either the 5<sup>th</sup>, 15<sup>th</sup> or 25<sup>th</sup> -</b>		
<input type="checkbox"/> <b>9 Monthly Payments: September 2012 – May 2013</b>		Monthly Eagle Club Payment \$ _____
<input type="checkbox"/>		Eagle Club Payment Total: \$ _____
<input type="checkbox"/> <b>Special Arrangements ( _____ through _____ )</b>		Date Eagle Club Payments are to Begin: _____
Please take my payment directly from the account specified: <b>Please attach a voided check, savings deposit slip</b> or <input type="checkbox"/> <b>use the one on file.</b>		
<input type="checkbox"/> Checking Account		<input type="checkbox"/> Savings Account
Routing #: _____ <small>Routing number must start with 0, 1, 2, or 3, is 9 digits long, located at bottom left corner of check.</small>		Account #: _____
<small>I authorize <b>Saint John the Evangelist School</b> and <b>Vanco Services, LLC</b> to process debit entries to my account. I have attached a voided check or savings deposit slip. This authority will remain in effect until I give reasonable notification to terminate this authorization.</small>		
Authorized signature on my account:		Date:

\*\* Please call Mary Tyler in Accounting at #651-288-3223 with any questions \*\*

**NOTE:** There is a \$20 fee for any returned automatic withdrawals. There is also a \$20 handling fee for any changes made to your Vanco drafts. Notice needs to be provided to the school accountant in writing 3 days prior to your draft date by 11am.

<b>For Office Use Only</b>	Entered in Vanco by: _____	Date Entered: _____
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