



## NOTICE TO LEAVE

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

Group \_\_\_\_\_

I wish to advise the centre that my child/ children

.....

will be leaving the Centre on \_\_\_\_/\_\_\_\_/\_\_\_\_.

I confirm that two weeks notice is to be given and any bond held will be returned once my account is finalised.

Bank Transfer will be processed to the parents nominated bank account when the parent account is at a zero balance.

**Please fill bank account details in on the back of this form.**

.....

Parent/Guardian



## BOND REFUND

Bank: \_\_\_\_\_

Account Name: \_\_\_\_\_

BSB: \_\_\_\_\_

Account Number: \_\_\_\_\_

Office Use Only

Bond Amount: \_\_\_\_\_

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