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# PAYMENT PLANS

Dear Customer,

On your enrolment form, you requested payment information by either Ezypay or Centrepay. This is a great way to spread the cost of your fees, uniforms and the like over the entire year. You are welcome to include concert fees, uniforms, class fees etc. but if you are adding extra things during the year, it will mean reassessing your payments to ensure everything is taken into account. Alternatively, we can add a contingency amount into the payment plan to cover the small extras – approximately \$150 - \$250.

The best way we have found to decrease the administration time and to spread payments over a longer timeframe is to set payments up over the entire 52 weeks of the year on a continuous payment plan; rolling into the new year (2024) and usually finalising fees by the end of January before the new dance year begins. I will then reassess instalments based on classes taken as needed. We have found that using our payment instalment options to be the best way to keep on top of your obligations as you can set and forget, knowing you have made the necessary arrangements.

**Ezypay** gives you an option to pay weekly, fortnightly or monthly with a small fee of \$1.30 per transaction (for the extra convenience) to set this up from your bank account. Credit cards are at a higher fee so I would suggest only using your bank account. There is a small set up fee for first time customers.

**Centrepay** is a free service offered by Human Services / Centrelink with instalments deducted directly from customers Family Tax, Pension or other Centrelink benefits.

**Remember** that if you are choosing the 'pay now' option, you are required to have invoices settled 14 days of invoice date. Failure to do this will result in extra fees being charged 'as per our fees policy'.

## NEW PAYMENT PLAN CUSTOMERS

For now, all I need is confirmation that you would like to go ahead with the payment plan and for you to fill in and return your chosen payment method (Centrepay or Ezypay) form, leaving the payment amount blank for now. I will then do up a quote and send via XERO with a recommended instalment amount. Once we agree to an amount and frequency, I will then set the payments up to start ASAP.

## PAST PAYMENT PLAN CUSTOMERS

For those families who are already on or were on a payment plan last year, I just need confirmation that you would like to continue with this option this year and I will begin sending quotes and instalment amounts so we can get this updated for the new year. Let me know if there are any changes to your banking details or the frequency of payments for the Ezypay. If I have already been in contact with you about your payment plan this year, you don't need to do a thing!

Let me know if you have any questions!

Kind Regards,

Jody