

NOTIFICATION OF PAYMENT /SCHOOL TRANSPORT



EMAIL: SCHOOLS@SOLUSCOACHES.CO.UK

Telephone: 01827 51736

PLEASE COMPLETE AND RETURN THE FORM

School name:	[]	School Year Group	[]
Childt name: Please complete one form per child	[]	<input type="checkbox"/> Annual Payment]	Please tick chosen payment schedule
Route (example JT1, JT2, JT3)	[]	[]	Please note the termly schedules of payment vary due to the differing number of days per term Replacement cards can be issued at a cost of £10 per card including postage.
Phone	[]	<input type="checkbox"/> Term 1 Autumn/Winter]	
E-mail	[]	<input type="checkbox"/> Term 2 Spring]	
Home Address: A bus pass will be handed over on the first day of travel and must be carried by each child for each journey. Please enclose an extra £1 for postage if you would prefer the pass to be posted out to you. <input type="checkbox"/>	[]	<input type="checkbox"/> Term 3 Summer [

PAYMENT SCHEDULE

Annual	£ 595	Termly Payments	
To be received no later than 14 th August 2018		Term 1 Autumn/Winter Each payment must be received no later than 1 week before each term	£215
		Term 2 Spring	£190
		Term 3 Summer	£190

PAYMENT OPTIONS: DIRECT PAYMENT OR POSTAL PAYMENT

Bank Name	HSBC		
Bank Address	2-4 St Ann's Square Manchester M2 7HD	Reference:	Please ensure you quote the route number and your childs surname with all payments
Sort Code	40-11-56	Example	R1SMITH
Account Number	30593869		
Postal Payment	Cheques Only	Details required on the back of cheque payments	
Address	Solus Coaches Lovell (Off Apollo) Lichfield Industrial Estate Tamworth Staffs B79 7TA	Reference	Please ensure you quote the route number and your childs surname on the back of cheque payments
		Annual/Term	Please also note payment option on the back of the cheque
		Example	R1SMITH (Term 1)

TERMS AND CONDITIONS

1. Please return the completed and signed form as soon as you have made payment, you can return via email or post to Solus Coaches
2. Bus passes will be issued upon receipt of payment (after the first term time payment where termly payments have been chosen)
3. Please allow enough time to ensure receipt of the bus pass for the start of the term
4. Travel on Solus coaches school transport is only permitted with a valid bus pass – one pass per child
5. None payment for the start of term will result in no bus pass (annual payment schedule)
6. Any subsequent none payment (term time payment schedule) will result in any issued bus passes being revoked
7. Replacement cards are available by contacting the office – a fee of £10 will be charged. A temporary pass will be issued by the office to allow travel until the replacement card is issued.
8. Please ensure that you are completing the form relevant to your school and remember to sign and return this form immediately

SIGNATURES

Signature	[[]]	Signature	[[]]
Name and Title	[[]]	Name and Title	[[]]
Date	[[]]	Date	[[]]