



3 November 2016

Dear Parents

### **CASH DEPOSIT FEE**

As you may be aware, it is common practice for banks to charge a service fee for *cash deposits* made.

The cash deposit fee being levied is a small percentage of the rand value of the cash being deposited. We unfortunately have to pass this cash deposit fee on to those parents electing to settle their school fees by way of a direct cash deposit (as you know, for security reasons, the school does not accept cash for fee settlement at its premises). This is in order not to prejudice those parents settling fees by way of an electronic funds transfer, cheque or debit-order, where no charge is currently being levied.

We will be using the description “cash deposit fee” when debiting this charge to your school fee account.

Should you have any queries about the above, please do not hesitate to contact our Finance Manager, Mr Mukesh Govan, at (021) 6591017, or our Fees Officer, Mrs Natalie Petersen, at (021) 6591019.

Yours  
sincerely

**G N Pearson**  
**Principal**

*inspire individuals*