BERKLEY BUILDNG BLOCKS
AUTOMATIC CREDIT CARD AUTHORIZATION FORM

For your convenience, the Berkley School District offers an automatic payment option to process your monthly childcare payments. Payments may be automatically charged to your Visa, Master Card or Discover Card the first of every month. If you would like to take advantage of this, please fill out the form below and return it in person, scanned through email, placed in the drop box, US mail, or by fax:

Berkley School District
ATTN: Stephanie Helterbran
14700 W. Lincoln Blvd.
Oak Park, MI 48237
FAX 248-837-8063

A new authorization form must be completed each school year so please fill out and return if you would like to continue automatic payments for the 2018-19 school year.

If you have any questions, please contact Stephanie Helterbran at 248-837-8439 or shelterbran@berkleyschools.org

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Name of Child(ren): _____

School(s): _____

Address: _____

Phone Number of Card Holder: _____

Credit Card # (We accept Visa, Master Card or Discover Card only)

____ ____ ____ ____

Expiration Date_____ V-Code_____
(Last 3 digits in signature box on back of the card)

Total Monthly Amount $_____

Print Name: _____

Signature_____

Please sign form to give the Berkley School District authorization to use this credit card to process payments between the 1st & 5th of each month, any late fees and/or fees for late pick-ups.
(This does not include student non-attendance days which must be registered and pre-paid in advance)