



**JACKSONVILLE
COUNTRY DAY SCHOOL**

Nurturing Minds. Building Character.

Credit Card Procedures

JCDS accepts credit cards (Visa, MasterCard, American Express or Discover) for all school related payments, Tuition & Fees and /or donations and contributions.

For all transactions less than \$5000, a "convenience fee" of \$10.00 will be charged.

Please remember, processing your card in the Business Office saves the school money.

If it is inconvenient to process your card in the Business Office, please complete the information requested, sign and return this form to the JCDS Business Office. (Please be careful to print all information accurately and legibly.)

Credit Card Type: Visa MasterCard American Express Discover

Credit Card Number:

Expiration (mm/yy): / CVC code: Billing Zip code:

Authorized transaction schedule: Monthly Quarterly (1/3rds) Other (specify)

other transaction information: _____

By my signature below, I hereby authorize JCDS to charge the above account as specified and agree to abide by the rules set forth by my credit card company.

Print Name as it appears on card

Authorized Signature

Date

If you have any questions, contact the Business Office at 641-6644.