



**BACS PAYMENT AGREEMENT**

Please complete the form below to enable Childcare Options Ltd. to transfer the face value of Childcare Vouchers redeemed directly into your bank account.

**CARER**

NAME (OR BUSINESS NAME)

.....

CORRESPONDENCE ADDRESS

.....

.....

POSTCODE .....

TELEPHONE NO ..... E-Mail.....

**CARER'S BANK DETAILS**

BANK

NAME.....

ADDRESS.....

SORT CODE.....

ACCOUNT NAME.....

ACCOUNT NO.....

**YOUR AGREEMENT WITH CHILDCARE OPTIONS LTD.**

I/We accept Childcare Options Ltd.'s offer of payment by BACS transfer and agree to the Conditions of Payment stated overleaf.

**NAME OF CARER**

**SIGNATURE OF CARER**

.....

DATE.....

**TERMS AND CONDITIONS OF BACS PAYMENT AGREEMENT**

1. Childcare Options Ltd. will make all payments due to you by an automated BACS transfer into the bank account specified overleaf.
2. Childcare Options Ltd cannot accept liability for any delay in processing the payment which is caused by matters beyond its control such as delays in the banking system.
3. These Terms and Conditions only cover the payment of valid Childcare Voucher Claims due to you under the Voucher Redemption Agreement. Please see that document for all other conditions.
4. Childcare Options Ltd. will process the Voucher Claim within one working day of receipt. The BACS payment should be credited to your account within 4 days.
5. Confirmation that the BACS transfer has been processed will be sent to your correspondence address.
6. The Carer accepts that all payments due from Childcare Options Ltd will be made by BACS transfer. It is recommended the Carer confirms with their bank that BACS transfers can be accepted into their account.
7. If the Carer wishes to amend any details relating to this agreement, then the signed amendment must be sent in writing within 10 working days to Childcare Options Ltd. at the address specified overleaf.
8. If payment is sent to an incorrect account because an invalid account number has been given to Childcare Options Ltd, the Carer and not Childcare Options Ltd. will be responsible for seeking recompense.
9. If the account is not suitable to accept BACS payments, Childcare Options Ltd. will contact you for an alternative account or will reimburse the Carer by cheque on this occasion.
10. If Childcare Options Ltd. send payment to an incorrect account and the error is theirs, a BACS transfer will be sent to the correct account as soon as practical, usually within one working day.
11. If any technical problem is likely to delay payment to the Carer by more than 3 working days, then a cheque will be forwarded instead.
12. Childcare Options Ltd reserves the right to amend these conditions upon written confirmation to the Carer.
13. Please sign overleaf as confirmation that you accept these terms and conditions.