



BUFFALO
GROVE
PARK
DISTRICT

Schedule Change Form

Check Debit and Credit Card Authorizations
Camps, Dance Programs and Preschool

This form must be received at the Buffalo Grove Park District no later than 5 days prior to the posting. Acceptable forms of payment include cash, check, money order or credit card.

Changing your Auto Debit information will affect billing in your accounts under the descriptions listed below. Updating your Auto Debit will link/sync all of your billing (for Alcott Programs and Fitness Center Membership) to this one credit card.

Child's Name: _____ Name of Parent/Guardian: _____

Street Address: _____ City: _____ Zip: _____

Phone #: _____ Email: _____

Program Name: _____ Code #: _____

Signature authorizing all specified changes: _____ Date: _____

Service fee is not required for lost, stolen/compromised cards, or expiration date changes.

1. _____ I am reporting my credit card stolen/lost and/or fraudulent activity. My new credit card information is:

Credit Card #: _____ Exp. Date: _____

2. _____ My credit card expiration date has changed. My new expiration date is: _____

A \$5 service fee is required to process these changes below. Please complete the following credit card information:

Cardholder Name: _____ Card #: _____ Exp. Date: _____

Authorized Signature: _____ Date: _____ Credit: _____ Debit: _____

1. _____ I wish to withdraw from the direct debit and/or credit card electronic payment agreement and have enclosed payment in full by an alternative credit card, check, cashier's check, cash or money order.

2. _____ I want to change my credit card authorization to a different credit card.

3. _____ I want to change my form of payment from check direct debit to credit card debit.

4. _____ I want to change my form of payment from credit card debit to check debit (please attach a voided blank check).

Please check the bank account you want your payment withdrawn from Checking: _____ Savings: _____

Name(s) on Bank Account: _____

Bank Account Number: _____

Bank Transit ABA (routing number): _____