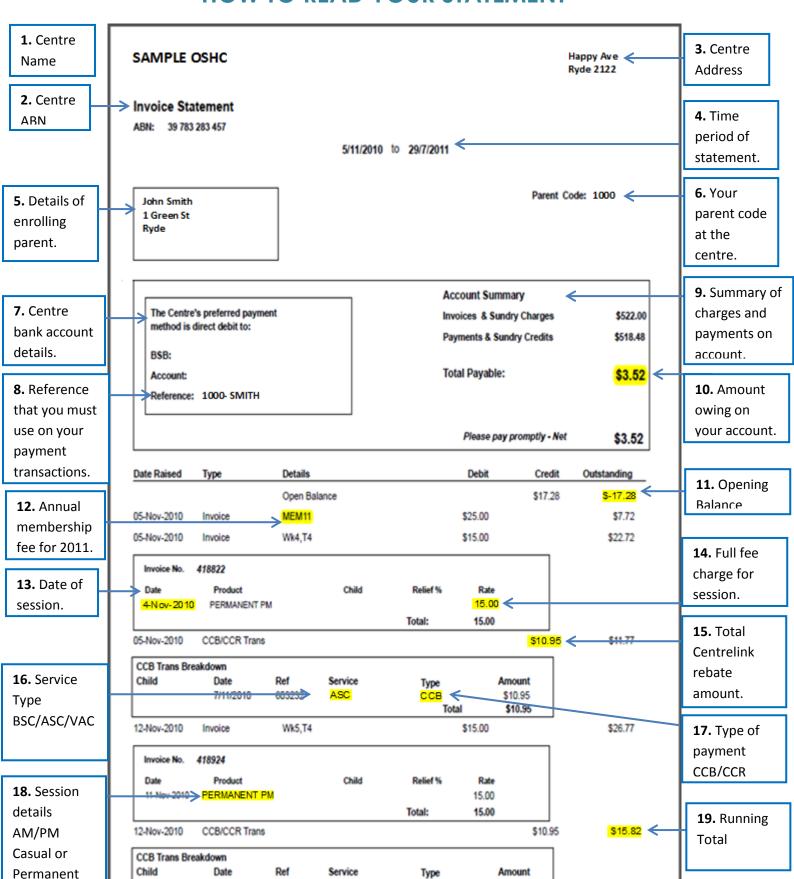
## **HOW TO READ YOUR STATEMENT**



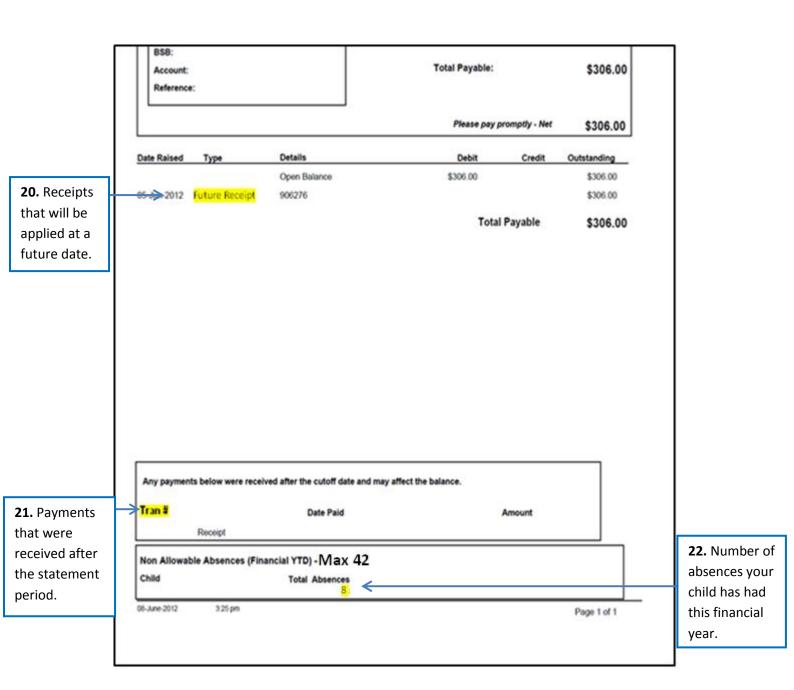
14/11/2010

603272

ASC

\$10.95

CCB





- 1. This is the name of the Centre your child attends.
- 2. This the ABN number for the Centre.
- 3. This is the address of the Centre.
- **4.** This is the time period of the statement. Payments received after this date **WILL NOT** have been applied to the balance on your statement.
- **5.** These are the details of the enrolling parent. This is generally the parent who completed the enrollment form.
- **6.** This is your parent code at the centre. This number only applies to this centre. If your child attends another centre, this number will be different.
- **7.** These are the **Centre** bank account details. Please make **payment** into this account. Please note: YOUR personal bank account details do not appear on the statement.
- **8.** This is the reference you must use when making payment. Please put your **parent code and surname** into the description field when transferring funds to the Centre.
- 9. This is a summary of all payments and charges for the time period of this statement.
- **10.** This amount indicates the total amount owing on your account. If this figure is a negative number, your account is in credit.
- **11.** This is the opening balance of your account. This is the balance of your account as at the "from" date of the statement.
- **12.** This charge indicates the annual membership fee for 2011. **Every family** is charged an annual membership fee when they enrol at the centre for the New Year; and this is how it will appear on your statement.
- **13.** This shows the date of the session your child/ren attended the Centre.
- **14.** This is the full amount charged for the session. This figure has not been adjusted for CCB or CCR.
- **15.** This is the total Centrelink rebate amount. Full details of the payment are in the box below this figure, titled: 'CCB Trans Breakdown.'
- **16.** Service type indicates what type of session it has been applied to:
  - **BSC:** Before School Care
  - ASC: After School Care
  - VAC: Vacation Care
- 17. This show what type of payment was received
  - CCB: Child Care Benefit
  - CCR: Child Care Rebate
- **18.** This gives you the details of the session your child attended. It tells you whether your child attended AM/PM and if it was a permanent or casual booking.
- **19.** This is the running total on the statement.
- **20.** Future receipts are payments that have been made for Vacation Care. They will be applied to your statement at a future date (during the Vacation Care period) and DO NOT affect the balance of your account.
- **21.** Payments that appear in this box were received after the statement period. They have not been applied to this statement, and will not be deducted from the balance of this statement.
- **22.** This figure shows the number of days your child has been absent from their approved childcare centre in the past financial year. An allowable absence is the number of absentee days without proof, that a child can have per financial year without CCB payments being suspended. This is a total figure across all forms of approved childcare per financial year.