

FAMBA – STUDENT ACCOUNT DEPOSIT/WITHDRAWAL FORM

Name of Student: _____ Date: _____

Parent’s Name: _____ Phone: _____

____ Please deposit these funds into my son/daughters’ student account.

Amount of Deposit _____ CASH/CHECK # _____

*** Make Checks payable to FAMBA ***

____ I authorize FAMBA to make the withdrawal listed below from son/daughter’s student account.

Amount of Withdrawal _____

Purpose of Withdrawal _____

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FAMBA’S BYLAW POLICIES FOR STUDENT ACCOUNT FUNDS (AS OF 06/01/20)

- A. The Student Account funds may be used for any music related expenses while participating in any and all music performance ensembles in Freeport Area School District. This includes any/all bands and choirs.
 - Reimbursement for items purchased outside of FAMBA (such as Dickie’s pants and letterman jackets that you purchase at a store) will be made to the parent or guardian of the student when a paid receipt is provided to the Student Accounts Treasurer, along with the properly executed withdrawal paper.
 - Reimbursements may **NOT** be made for non-receipted items i.e. purchases made prior to funds being available in the student account (such as purchasing band or chorus apparel made out to FAMBA or FSAF). You have to use the account money at that time you are purchasing the band or chorus apparel (such dresses, tuxes, etc.) being made out to FSAF or FAMBA.
 - Reimbursement requests must be submitted before the end of the fiscal year (June 30) in which the purchase was made.
 - Reimbursement will be made up to the amount of funds in the student’s account as of the date of reimbursement request, provided submission of original purchase receipt.
 - Cash cannot be distributed directly to the student or family.
 - Student account funds cannot be used to purchase fundraisers.
 - No payments of any type will be processed without a properly executed withdrawal paper completed by parent or legal guardian.
 - Only one reimbursement request per item purchased will be honored.
- B. If a student leaves the music program, transfers from the school or graduates, his/her money may be transferred to a sibling who is in, or will be entering the 6 – 12 grade by the following school year and participating in the music program. Cash refunds will not be given. Student funds may NOT be given to another student who is not a sibling.
- C. Extra funds will be transferred to the General Account annually if the aforementioned requirements are not met.
- D. NSF checks along with the fee MUST be paid back within 15 calendar days after receiving an email or letter or it will be subtracted from the student’s account if there is a balance and if not, appropriate action will be made with the music directors and/or principal.

No payment through the Student Account Funds will be accepted without the appropriate withdrawal slip completed by parent or legal guardian

