

EMPLOYER – Instalment Payment Plan



Moorfield Education & Training

Terms & Conditions

Moorfield Education & Training provides a payment platform called RCP (Recurring Card Payment) for Instalment Payment Plans. It uses your debit/credit card details NOT your bank details.

To use the Employer Instalment Payment Plan, you agree to the following Terms & Conditions:

1. I confirm payment of 25% or £300, whichever is lower, of the course fee has been paid in advance.
2. I confirm that the details as provided on the Employer Authorisation Form are accurate and agree for these to be used in the set up of the Employer Instalment Payment Plan account.
3. I agree as the Employer I / we will provide valid card details (in line with the Moorfield Education & Training GDPR & PCIDSS policies) for the set up the payment plan.
4. I agree as the Employer I/we will adhere to the payment schedule which will be determined by the course end date.
5. I understand that if I / we the Employer do not adhere to the payment schedule then I / we may be referred to a Debt Collection Agency and incur additional charges.
6. I agree as the Employer I / we will update the Accounts Office at the Moorfield Education & Training with any changes to the Employer's card details.
7. I agree as the Employer I / we will be contacted by Moorfield Education & Training by email, telephone, mobile and SMS regarding the Employer Instalment Plan.
8. I understand that as the Employer I / we should contact the Accounts Office immediately should a payment fail.
Telephone: 07955733107 Email: accounts@moorfielddeducation.co.uk
9. I confirm that I am authorised to sign on behalf of the Employer.

Signed _____ Print Name _____

Position in Company _____ Date _____

Email address _____