

COMPANY PAYMENT FORM

Note to Parents: Please ask an authorised representative of your company/employer to complete, sign and stamp this form. Return the completed form to Student Services to guarantee payment for your child(ren).

This letter certifies that _____ (Name of Employee) is employed with _____ (Name of Company). Our company will be responsible for the course and all related school fee payments for the following student(s) at Nexus International School, Singapore and that all fees will be settled by their due dates in order for the student(s) to attend classes.

The Nexus Withdrawal and Refund Policy is available at our website www.nexus.edu.sg

Student(s) Name	Year Level

Nexus International School, Singapore is to send all invoice and receipts to the following address:

Company Name (to appear on invoices)	
Contact Name	
Street Address	Postal Code
Building Name	Contact Number
Email	

Signature

Date

Name / Designation

Company Stamp