



Child and Youth Programs

NAVY CYP AUTO-DEBIT AUTHORIZATION FORM—CNICCYP 1700/49

OPNAVINST 1700.9 (series)

Please complete the information below:

I, _____ authorize the Navy Child and Youth Programs to charge my credit card shown below on the following schedule:
(Print full name)

_____ 1st and 15th of each month for my child enrolled in the Child Development Center (CDC), 24/7 Center, or School Age Care (SAC) program
(Initial)

_____ (CIRCLE ONE) 1st of each month / semimonthly / weekly for my child enrolled in Enrichment Programs (not offered at all installations)
(Initial)

_____ First day of service (usually Monday) of each week my child is enrolled in SAC Summer Camp or Seasonal Camp (if available).
(Initial)

Billing Address (only if different from home address):

Street Address: _____

City, State, Zip: _____

Use the card currently on file (as long as the card does not expire during the upcoming fiscal year)

Account Type: Visa® MasterCard® Amex® Discover®

Cardholder's Name (as shown on card): _____

Account Number (last four digits ONLY): ___ ___ ___ ___

Expiration Date: _____

Signature: _____

Date: _____

I authorize the above named merchant to charge the credit card indicated in this form according to the terms outlined above. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. This authorization will remain in effect until I cancel it in writing, and I agree to notify Navy CYP in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. To initiate the recurring payments, an initial \$1.00 pre-authorization transaction will appear on my statement. This pending transaction will not settle and will drop off after 5 – 7 business days. I certify that I am an authorized user of this credit card and that I will not dispute the scheduled payments with my credit card company provided the transactions correspond to the terms indicated in this authorization form.

PRIVACY ACT STATEMENT

Authority to request the following information is derived from 5 U.S.C. 301, 10 U.S.C. 5031, Executive Order 9397, and DOD Instruction 1402.5. Implementing Public Law 101-647, Section 231, and Public Law 102-190, Section 1094.

PRINCIPAL PURPOSE: The form will be used by officials of the Department of the Navy to obtain a authorization from parents to process recurring charges for child care fees.

ROUTINE USES: No information will be disclosed outside the Department of Defense.

DISCLOSURE: Completion of this form is voluntary, however, if the requested information is not provided, payments for childcare cannot be processed. Providing false information can result in your child being denied child care.

RIGHT TO CHALLENGE: You have the right to challenge the accuracy of records under the provision of DoD Directive 5400.11.