

THE WOODARD CORPORATION

Fees in Advance Scheme



The Fees in Advance Fund - A Double Investment

To help parents meet the heavy cost of sending their children to independent schools, The Woodard Corporation manages a Fees in Advance Fund (the 'Fund').

This leaflet explains how the Fund works and why you should consider joining it.

General Outline

Parents (or others) facing the prospect of future school fees are invited to deposit sums in the Fund, against the guaranteed payment of quoted fees to a Woodard school of their choice for a specified period. Enquirers will be given one or more quotations, showing either the deposit required to provide specified fees or what level of fees would be provided by a specified deposit. If one of the quotations is accepted, and the deposit received within the period for which the quotation is valid, the scheme comes into operation. Further deposits of £5,000 or more may be made, against supplementary quotations. Regular deposits may be particularly useful in the case of grandparents or other relatives who wish to use their annual exemptions from Inheritance Tax (£3,000 in 2006).

The Aims of the Fund

The primary aim of the Fund is to help parents to afford to send their children to a Woodard school of their choice.

The secondary aim is to benefit our schools. This is achieved by helping parents to send their children to the schools.

As a Charity, The Woodard Corporation will recover Income Tax on taxed income received from the investments of the Fund which goes towards the costs of running and developing the schools.

Flexibility

Probably the biggest advantage of the Fund, in comparison with other schemes for pre-payment of fees, is its flexibility. We aim to devise a personal scheme, within the general principles of the Fund, to allow virtually any form of pre-payment that is desired. We can quote for fees at a fixed level or escalating, to allow for inflation, at any required percentage. Schemes can be short-term for anything over one year, or started even before a child is born to provide fees for its whole period of schooling. Investments can be any amount over £10,000. If a child changes schools within Woodard, we will merely pay the fees arranged to the new school instead. Any funds remaining at the end of the period of schooling, due to an over estimation of inflation or leaving school early, will be repaid to the depositor. If the child does not enter the school or leaves, the remaining proportion of the sum deposited will be refunded to the depositor.

Finally, should the agreed scheme not prove satisfactory, perhaps because of changed circumstances, we are always prepared to make agreed changes; these might involve extending or shortening the period of fee payment, and we are happy to give revised quotations as required.

Simplicity

The Fund is kept extremely simple in its operation. There is no need to enter into formal Deeds or have documents stamped. All we need is written acceptance of a valid quotation and the appropriate payment (cheque, draft, etc); the scheme is then automatically in force.

Personal attention is always assured, and overheads are kept extremely low. The Fund is invested on the advice of a professional investment adviser.

One of the advantages of a substantial fund enables us to smooth out the effects of the peaks and troughs in interest rates, so that the need to choose the right moment to deposit is much reduced. The actual discount incorporated in any particular quotation must depend on the prevailing rates of interest, net of basic rate income tax, which we can obtain on our investments. The largest savings are, of course, achieved by those who invest in the Fund well before the fees need to be paid, so that there is time to reap the rewards of compound interest.

The other main advantage of this type of advance fees arrangement is that the quoted saving is guaranteed, regardless of what interest rates do in the future: many other school fees savings schemes only make projections of profitability which may or may not be achieved.

Procedure

The procedure for joining the Fund is simple:

1. Decide approximately what lump sum you can afford to invest, or how much is required over a period of terms towards school fees. The School Bursar's Office will be able to advise you about fee levels.
2. Decide whether and to what extent to allow for the escalation of fees due to inflation – school fees tend to increase by more than the Retail Prices Index.
3. Ask for one or more quotations, either direct to the Head Office or through one of our School Bursars.
4. Write to accept one of the quotations, using the acceptance form which will be sent with the quotation, and enclose the appropriate cheque.

We will acknowledge receipt of the cheque as soon as it is cleared through the bank, and confirm that your scheme is in force. At any stage, if you are in doubt or difficulty, write to us at the Head Office or call 01283 840120.

**Terms and Conditions of The Woodard Corporation
Fees in Advance Fund (the 'Fund')**

1. The Woodard Corporation, Regd. No. 4659710, (the 'Corporation') is authorised to act as Trustee Manager of charitable funds and is registered with the Charity Commissioners (No. 1096270). The Fund is managed by the Corporation, and officers of the Corporation only are authorised to enter into any commitment on behalf of the Fund.
2. The Corporation undertakes, within the limitations imposed from time to time by law and the appropriate authorities, to manage the Fund as set out in this prospectus.
3. The Fund is held and accounted for separately from all other monies managed and controlled by the Corporation and these monies are audited by the Corporation's auditors within the Corporation's accounts.
4. When the Corporation's quotation has been accepted and the appropriate payment has been received, the Corporation undertakes to pay termly to the nominated school the amount of fees shown in the quotation unless otherwise agreed with the depositor.
5. Projections of school fee levels and of inflation rates are not binding and are deemed to be agreed by the depositor only as a basis for deciding the amount of a deposit and/or the fees to be provided from the Fund in consideration of the deposit.
6. The depositor remains liable to pay any shortfall between the termly school bills (including 'extras') and fee payments due from the Fund. Where the payments due from the Fund exceed the termly bill (including any amounts carried forward), the excess will, unless otherwise agreed with the depositor, be carried forward to the depositor's credit in the Fund, earning interest at the same rate as the original deposit. Any sum remaining to a depositor's credit after payment of his or her last school bill as the result of over-provision, will be returned automatically to the depositor.
7. If for any reason the entry of a pupil is cancelled after payment of the deposit but before the pupil enters the school, or if the pupil leaves before the end of the stated number of terms, the unused termly instalments can be transferred to another Woodard school. Alternatively, the balance of the deposit sum will be refunded to the applicant. Any sums owing to the school by the applicant shall be deducted before any such transfer or payment is made.
8. Acceptance of a deposit in the Fund is not a guarantee of acceptance into one of the Woodard schools: the normal conditions of entry to the schools and the requirement for a term's notice of leaving still apply. No refunds will be given from the Fund (or the schools) for temporary absence from school for illness or any other reason.
9. Any quotation given will apply only to the fees of the child or children specified and for the period of validity printed on the quotation. The Corporation reserves the right to vary from time to time the rates of interest used in calculations, and a quotation offered to any one person shall not necessarily be available on similar terms to any other person.
10. The Corporation reserves the right to terminate the Fund by returning to depositors the balance of deposits with accumulated interest, or to restrict entry to the Fund. In the event of legislation being enacted to remove or curtail the charitable status and/or tax-exempt status of the Corporation, the Corporation reserves the right to vary the agreement either by refunding remaining deposits, with accumulated interest, or by entering into revised agreements with the depositors.

Application for a Quotation

To: The Woodard Corporation, Head Office, High Street, Abbots Bromley, Rugeley, Staffordshire, WS15 3BW

Name of Parent (or other applicant) _____

Address _____

Telephone No. (Incl. STD Code) _____

Details of Children for whom, and school(s) for which, fees are required

Full Name	Date of Birth	School	Terms		
			First	Last	Total No

Inflation rate for school fees to be assumed: _____ % p.a.

A. Lump sum available for investment: £ _____

OR

B. Amount of fees to be provided per term initially : £ _____

- Notes:
1. Fees will be increased by the annual inflation rate entered above.
 2. Where more than one child is to be covered at the same school, the starting amount for the second and later children will be projected at the same inflation rate unless you request otherwise.
 3. Where a major change of fee level is required, e.g. on transfer from junior to senior school, please enter details here:

OR

C. Full projected *boarding/day fees to be provided. (*Delete one)

I request a quotation based on the above information. This request does **NOT** commit me in any way.

Signed: _____ Please see terms and conditions attached. Date: _____