



Payment Plan Policy for New Members

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Approved: 1/04/05

Effective: 1/04/05

Revised:

- I. Payment plan:
 - a. 50% down payment due at the end of Guest Membership Period. Down payment is non-refundable.
 - b. Remaining balance due 30 Days after down payment submitted. If payment is mailed, postmark will serve as submission date.
- II. Membership
 - a. Guest Membership continues in good faith if the down payment has been submitted.
 - b. Membership granted when last payment clears.
- III. Eligibility for Payment Plan:
 - a. An individual's eligibility and entry into payment plan is at the discretion of the Membership VP.
 - b. Entry into payment plan requires written notice (an email will suffice) from the Membership VP.
 - c. Written notice to be submitted to Treasurer and Secretary.
- IV. Enforcement of Policy
 - a. Membership VP responsible for:
 - i. Ensuring timely payments.
 - ii. Enforcing revocation of membership privileges when applicable.
 - iii. Providing written notice to the Treasurer and Secretary when an individual starts and completes the payment plan. An email will suffice.
 - b. Secretary will maintain and update a roster of who is on a payment plan.