

## **Payment Arrears Policy**

This policy describes:

- How Members pay their fees to Saskatoon Techworks
- What are overdue payments
- How a member becomes in and out of arrears

This policy takes the place of or amends all previous policies or decisions that deal with membership fees, overdue payments and membership arrears.

### **Membership Payments:**

Anniversary date refers to the day of the month at which a member was granted membership.

Fees include all amounts that Saskatoon Techworks charges for Membership and Space rentals.

Fees are due at the anniversary date each month set by Saskatoon Techworks.

Members can pay by:

- Cheque
- E-Transfer
- Cash
- Paypal

### **Overdue Payments:**

Payments not received on 28 days after the anniversary date will be considered overdue.

Saskatoon Techworks may send a notice of overdue payment to Members upon becoming overdue.

Any overdue payments are no longer considered overdue once paid in full.

### **Member in Arrears:**

If payments are not received 60 days after the anniversary date the member will be considered in arrears.

If any member is in arrears for overdue payments for any month, at the expiration of two (2) months from the end of said month that member shall lose all rights such as but not limited to:

- Access to Saskatoon Techworks
- Voting
- Space rental

until their outstanding balance is paid in full, unless overturned by the board during a board meeting.

A member is no longer in arrears once all overdue payments are paid in full.