



Billing Schedule & AR Policy

Effective this season, the processing date for contracted Club membership billing will *process* on the **10th of each month**. Membership dues and e-delivery statement charges will continue to *post* on the **1st of each month**, and no other billing practices are being modified. Members are responsible for ensuring that the payment method on file remains current and able to process charges on the updated schedule. This adjustment supports consistency and efficiency in monthly billing operations.

Member Account Balance Policy for Event Participation and Facility Access

To maintain fairness and the financial integrity of the Club, the following policy applies to all members regarding account balances, participation in events, and access to club facilities:

1. Current Account Requirement for Event Participation

Members must have a current account balance to participate in any club-sponsored events. This includes, but is not limited to, tournaments, leagues, pools, and other member-exclusive activities.

- An account is considered current when all charges are paid in full and no past due balance is outstanding.
- Members with delinquent accounts will be ineligible to register for or participate in any events until their account is brought current (this includes The Bernie; sign-ups to start on March 1st).

2. Application of Winnings to Delinquent Accounts

If a member participates in a club-sanctioned event (e.g. prior to the account becoming delinquent) and wins credit book prizes:

- Any outstanding balance on the member's account will be automatically deducted from their credit book winnings before any remaining funds are made available for use.
- Members will be notified of such deductions accordingly.



3. Past Due Account Enforcement

The following measures will be taken if a member's account remains unpaid beyond the standard billing cycle:

- 1–30 Days Past Due: Members will receive email reminders regarding the outstanding balance.
- 31 Days Past Due: The member's charging privileges will be suspended, and the account will be placed on a cash-only basis until the balance is paid in full.
- 60 Days Past Due: The member will be suspended from all club play and access to all facilities, including golf, dining, practice areas, and participation in any club events or activities. Membership privileges will not be reinstated until the account is brought current.

Additionally, if a member's account becomes past due more than two times within a calendar year, their charging privileges will be indefinitely suspended.

4. Member Responsibility for Contact Information

Members are responsible for ensuring that their email address and other contact information on file with the Club is accurate and up to date.

- Notices of past due balances and other account-related communications will be sent via email.
- Failure to receive notices due to outdated contact information does not exempt a member from consequences related to a past due account.
- Members may update their information by contacting the Club Office or through the member portal.

The Club reserves the right to enforce this policy at its sole discretion and to update or amend it as necessary. Members are encouraged to regularly review their account statements and ensure timely payment to avoid any disruption in access and participation.