



The Rotary Club of Alamance
Delinquent Accounts Policy
Revised 3.28.2017

1. All accounts are due within 30 days of statements being emailed by the treasurer.
2. At 30 days past due, a reminder statement will be emailed by the treasurer, with a copy going to the president
3. Each month, the president will be given a list of all persons more than 30 days past due.
4. At 60 days past due, a statement will be emailed with a warning that the account must be paid in full within 15 days or membership will be terminated, unless other arrangements for payment are accepted by the treasurer. The president will be informed of any persons receiving this warning letter.
5. The president or other representative from the board may also phone the delinquent member to see if payment arrangements can be made.
6. At 75 days past due, a letter will be emailed stating that membership has been terminated, with notification to the Club Secretary.
7. The treasurer may use discretion based on extenuating circumstances to delay the reminder statements or membership termination in collaboration with the Club President