



Billing and Resignations

All members are to have an account with the Coleman Aero Club. Charges incurred are billed to your account and account statements can be looked at online anytime at <http://coleman.skyscheduler.com>. All club members must maintain a positive balance. Also all flights must be paid for in advance unless the member has sufficient funds in his/her account to cover flight time. Payments can be made in cash or with check or money order made payable to the Coleman Aero Club. We do not accept credit cards or direct deposits. All payments are to be received no later than the 20th of each month. If the payment is not received by the 20th of the month, a late fee of \$15.00 will be charged to your account. In addition, you will be placed on the no-fly list.

If for any reason your account remains in negative status for more than sixty days, your commander will be contacted. After ninety days, your account will be handed over to a collection agency.

All discrepancies with billing must be in writing and brought to the attention of the manager before the 20th of each month.

To avoid late fees and membership charges while on TDY or deployment fax a copy of your orders to the office before your departure.

If an account remains inactive for a period longer than 18 months and several attempts to contact the member are unsuccessful, all monies owed to the member are forgiven by the member.

To resign from the Coleman Aero Club you must pay all debts in full and submit your resignation in writing. Resignation submitted after the first day of the month will be charged dues for that month. Sums owed to you will be repaid as stated in the advance purchase agreement.

I have read and accepted the terms of the Coleman Aero Club Billing and Resignation Policy.

Signature

Date