



PAYMENT PLAN

POLICY

The Membership Payment Plan allows Class A - Active members to pay for Active membership dues during the membership term using a monthly payment plan.

PRINCIPLES OF POLICY

Members are strongly encouraged to pay for their annual membership dues in full; however, the Membership Payment Plan is designed as an option to allow for Active members to spread out payments to reduce any financial hardship, and encourage lapsed members to reinstate their membership.

Class A – Active members using the payment plan option must still renew their membership annually by March 31. Members must contact the AVLIC office to register for the payment plan option.

APPLICATION

The Membership Payment Plan has two distinct phases:

Phase 1 – Initial Registration

Class A – Active members new to the plan must begin with a "double-up" year with two years' worth of dues to be remitted over a 12-month period.

The Class A – Active member must manually complete the renewal form for their particular category:

- Active Membership Application (APPENDIX II - a)
- Deaf Interpreter Renewing Member Application (APPENDIX II - b)

The member must also remit 12 post-dated cheques (due the first day of each month) or provide a note alerting AVLIC that the fees should be processed monthly on their credit card / PayPal account.

Monthly membership dues will be calculated in the following manner:

- a) Add two years of Active membership fees
- b) Add two years of Affiliate Chapter fees
- c) Add a) and b) above and divide by 12 to calculate the monthly amounts due.

If a cheque is returned by the financial institution with non-sufficient funds (NSF), the cheque will be subject to the NSF fees procedure outlined in AVLIC's Bad Debt Policy and may result in an

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automatic suspension of Active membership.

Phase 2 - Subsequent Years

Once the member has successfully completed Phase 1 - Initial Registration, monthly payments for only the current membership year's fees will continue for the subsequent year. The member can remain on the payment plan by completing their annual renewal registration form and remitting 12 post-dated cheques or indicating that credit card/PayPal account payments are to be processed monthly.

AVLIC will make arrangements with the Affiliate Chapter(s) to ensure their portion of the fees collected is forwarded to the Affiliate Chapter(s).