

Terms and Conditions for Installment Payments

- Membership purchased using the Installment Payment Program is for one full year. The Purchaser is obligated to make all payments until pass(es) have been paid in full. There is no early termination of plan or payments. Purchaser will make one initial payment at the time of registration and then three (3) consecutive payments will be made via the checking account provided – see schedule below for details.
- Only **Checking** accounts may be used for the Installment Payment Program. Debit or Credit Card accounts will not be accepted.
- At the time of purchase a **“VOIDED”** check with the member’s Account Number and Routing Number must be attached to the application form. Hand written or DEPOSIT tickets will not be accepted.
- The initial payment is due at the time of purchase or renewal of membership along with any “Once a member” fees if applicable.
- Payments are taken on the 15th of each month. If the 15th lands on a weekend or holiday, the payment will be taken on the next business day after the 15th.
- A monthly service charge is included in the installment payment plan.
- Any changes to the user’s account must be brought to the Recreation Center’s attention immediately so that updates can be made and there is no interference in the billing cycle. A Change of Account form must be filled out, along with a **VOIDED** check with the new account information.
- Inactive accounts, accounts with insufficient funds, or payments that are returned for any reason will be subject to a NSF fee of \$10. All passes in the program will be suspended until both the fee and original amount owed is paid. Accounts that are not paid within the designated time will be canceled and the account will be sent to the City’s Finance Department for billing or Law Department if necessary. Membership will be suspended until all balances are paid. Balances not paid are subject to be sent to a collections agency.
- Patrons with an outstanding balance will not be authorized to participate in any Recreation programs, purchase daily guest passes or use the facilities until the balance is paid in full.
- When a household’s account has two (2) failed Auto Draft attempts within a one year period, their participation in the Monthly Installment Payment Program will be terminated. The household will then be required to pay the remaining balance in full including all additional bank service fees.
- Any membership suspended for any reason will not gain the suspension time to the membership NOR will NOT be permitted to pay a daily guest fee. All balances must be paid in full in order to participate in programs or rentals.
- Rewards points may NOT be used towards installment payments.
- Membership renewal is not automatic. Primary member must complete a new auto draft form and provide proof of residency or corporate verification for renewal.

The payment schedule is as follows:

<u>Month of Membership Purchase</u>	<u>First Debit Month</u>	<u>Last Debit Month</u>
January	February	April
February	March	May
March	April	June
April	May	July
May	June	August
June	July	September
July	August	October
August	September	November
September	October	December
October	November	January
November	December	February
December	January	March